

Bellingham Library Board of Trustees

Meeting Minutes | Thursday, December 14, 2017

Submitted by: Rebekah Tracy
Present: Library Staff: Bernadette Rivard
Library Board: Amy Bartelloni, Nicole Buckley, Laura Howard, Rebekah Tracy
Location: Bellingham Public Library
Next meeting: January 11, 2018 at 7:00pm

Meeting was called to order at 7:05pm by Amy Bartelloni.

Amy Bartelloni made a motion to approve minutes from November 9th Trustee meeting. Laura Howard seconded. All in favor.

Approval of Library Invoices

	11/16/17	11/30/17	12/14/17
Building Maint & Supplies			68.44
Books & Periodicals	1120.51	2007.72	1617.33
Dues & Memberships			
Electricity & Gas	190.48		1057.64
Equipment Maint Costs		634.35	106.19
LSTA Financial Literacy		125.00	
Gift Fund			1375.48
In State Travel			21.20
MA/ME Grant			
Building Maint Costs	320.00	56.97	642.50
Postage			49.00
Professional Development			
State Aid – Professional			2334.00
State Aid – Equipment			
Office Supplies	34.83	208.75	411.19
Janitorial Supplies			220.29
Technical Maint Services	1200.00		
Users Fees		492.07	333.86
TOTAL	3025.17	3524.86	8237.12

Siding

BVT will side the building in the spring.

Director Continuing Education, Workshops & Meetings:

Bernadette updated on the Central Mass Library Advocated group. Bernadette has volunteered to be the treasurer once the group has its nonprofit status.

Café

- Electrical updates needed (see motion above)
- Shelving for magazines will be set up as soon as they arrive
- Chose kcup vending machine
- UniBank has provided \$2500 in funds for furnishings for the area

Amy Bartelloni made motion to spend up to \$1200 on electric upgrade work for the café. Laura Howard seconded. All in favor.

Trustee Bylaw Review

Amy, Laura, and Bernadette met to discuss the proposed changes to the Trustee Bylaws.

Amy Bartelloni made motion to accept the first reading of the trustee bylaws with the amendments pending approval of town counsel. Nicole Buckley seconded. All in favor.

Remembering Indy

Currently waiting for an update.

Policy Update

Second reading for the Community Room reservation policy that states a reservation may be made up 90 days in advance of the event.

Amy Bartelloni second reading of the updated Community Room reservation policy. Laura Howard seconded. All in favor.

MA/ME IMLS STEM Grant

Program attendance:

Book Discussion - 10 people

Recycling – 18 people

Movie and Science Experiment – 8 people

Bernadette investigated the cost of purchasing the electric tools to lend to patrons. Town counsel raised consideration about maintenance, waivers, and insurance.

Financial Fitness for All Ages Grant

Goal of the event is help people set their financial goals for 2018

FY19 LSTA Grant Application

Bernadette submitted a letter of intent to apply for an LSTA grant called “Go Local.” See Director’s Report for more details.

Library Collection

Adding a small collection of board games to the circulating collection. There is a wish list of other games the library would like to acquire through donation.

Friends of the Library

There is a new treasurer starting in January!

FY19 Budget Draft and Narrative

Trustees reviewed with Bernadette.

Amy Bartelloni made a motion to approve the FY19 budgeted to be submitted to the down. Laura Howard. All in favor.

Meeting was called to a close by Amy Bartelloni at 7:59pm.