

Bellingham Library Board of Trustees

Meeting Minutes | Thursday, May 10, 2018

Submitted by: Rebekah Tracy
Present: Library Staff: Bernadette Rivard
Library Board: *Carol Bird, Amy Bartelloni, Nicole Buckley, Laura Howard, Rebekah Tracy*
Location: Bellingham Public Library
Next meeting: June 14, 2018 at 7:00pm

Meeting was called to order at 7:29pm pm by Amy Bartelloni.

Amy Bartelloni made a motion to elect Laura Howard as chairperson. Nicole Buckley seconded. All in favor.

Nicole Buckley voted for Amy Bartelloni as vice chair. Laura Howard seconded. All in favor.

Laura Howard voted for Carol Bird as secretary. Amy Bartelloni seconded. All in favor.

Laura Howard made motion to approve minutes from April 12th Trustee meeting. Amy Bartelloni seconded. All in favor.

Approval of Library Invoices

	4/26/18	5/10
Building Maint & Supplies		
Books & Periodicals	2060.19	2224.98
Dues & Memberships		
Electricity & Gas		483.76
Equipment Maint Costs		390.00
LSTA Financial Literacy		
Gift Fund		
In State Travel		77.92
MA/ME Grant	280.99	
Building Maint Costs	427.00	238.18
Postage	22.66	50.00
Professional Development		
State Aid – Professional		470.00
State Aid – Equipment		
Office Supplies	278.12	
Janitorial Supplies		131.09
Technical Maint Services		
Users Fees	735.16	88.48
TOTAL	3804.12	4154.41

Building & Grounds

- Siding has been purchased. Will be done before the end of the school year.
- Waiting for town carpenter's schedule to free up so he can install the gutter. Need someone to put up the new drywall.

- Will wait for outside to be done before working on the inside.

Director Continuing Education, Workshops, Meetings

- Bernadette and Cecily present a talk at the Senior Center.
- Bernadette on search committee for director for C/W MARS
- Bernadette attended the monthly meeting of the Central MA Library Advocates in Barre
- Bernadette will attend the final wrap up for the Cornerstone of Science grant

Library Equipment and Furnishings

- Delaying the renovation of the area until the roof gutter and wire melt strips are installed
- Working on getting a formal quote. Will review difference between moving stacks and not moving the stacks. Prefer to not move stacks.

Remembering Indy

- Sunday May 6th was the unveiling.
- Livestream went well.

MA/ME IMLS STEM Grant

Program attendance:

- Electric Car Show & Solar Power Program – 50
- Building a Solar Car for Kids – 22
- Craft Workshop – Recycling - Toilet Paper Rolls into Whatever! – 18
- Craft Workshop – Recycling - Plastic Buttons into Flowers – 12
- Craft Workshop – Recycling - Old Tshirts – 13
- Craft Workshop – Recycling - Magazines into an Earth Day Collage – 32
- Movie & Lesson – Water Resources- Protecting Coral Reefs – 18

Financial Fitness for All Ages Grant

- Attendance has not been great.
- Credit score meeting this June. Speaker is very good.
- Will have no adult programs in the summer. Considering a financial camp for kids. Steve wants to get program organized by Ramsey for middle schoolers. Ramsey is a Christian, however his program is being used in public schools. There are quotes in the program, and some of the quotes are from the biblical book of Proverbs. Middle school in Foxboro is currently using it. Bernadette contacted them to confirm we can use it; waiting to hear back. Bernadette will ask for a sample of a lesson and what religious quotes are used and how they are used.

Computers/Technology

Having difficulties with computers. Need to purchase 3 new ones. Would purchase outside of normal budget; will use state aid. Will add this to the next budget.

Laura Howard made motion to approve spending an amount up to \$2500 to purchase new computers for Amanda, Steve, and Cecily. Amy Bartelloni seconded. All in favor.

Wireless controllers are out of date. Jasinski will see if this could be covered by requested funding in the cable contract the town is negotiating.

Friends of the Library

- 108 members currently.
- Over \$900 at book sale and over \$700 from raffle.

Staff - Emergency Preparedness Plan

- Discussed emergency play at the staff meeting.
- Looking into getting doors all key to one lock.

Teen Room Issues

- Will have Amanda only in the teen room 3 days a week. Other days will be covered by another staff member.
- Kids have been very disagreeable over the video games. Will limit the time it is available. 7-8 grade is the giving the most trouble.
- Have contacted one parent based on behavior; parent required to be onsite when kid is present.
- Will be talking as a staff about what the plan will be going forward.

Parade

- Currently have 4 people. Nicole will participate.
- Meet here at 12:30pm.
- Parade starts at 1:30pm.

FY18 Budget

- Tight at the moment. Bernadette has asked staff not to purchase extra supplies; only what is needed for now.
- 86% through the year, have spent 83% of money.
- Did not have to go to Financial Committee.
- Town meeting is the 23rd. Chairperson will attend in case there are questions.
- Have \$41,000 in state aid. Money for computers will not be a big deal. Some of this money will go to the café, some to the wireless controllers.
- Gift fund donation from Mr. and Mrs. Perry. Money will go to café.
- All the small trust funds have to have a couple hundred as a balance.
- Will use revolving fund to play part time people for the last few weeks of the year.
- Do not know when union contracts will be settled. After settlement, will ask Dennis what we need to do to increase salaries. Will decide then if it should be retroactive.

Meeting was called to a close by Laura Howard at 8:13pm.