

Bellingham Library Board of Trustees

Meeting Minutes

Thursday, May 12, 2016

Present: Staff-Bernadette Rivard Board-Sue Garten, Laura Howard, Amy Bartelloni, Alyssa Perry, Nicole Buckley

Special Guest-Maureen Wicker

Absent:

Location: History Room, Bellingham Public Library

Next meeting: Thursday, June 9, 2016

Called to order 7:04 pm

Submitted by Nicole Buckley

Motion by Bartelloni to approve the minutes as presented from April 14, 2016. Seconded by Garten. Unanimous vote.

Approval of Library Invoices FY2016. Unanimous vote.

	4/28/16	5/12/16
Building Maint & Supplies		10.00
Books & Periodicals	3535.53	1885.55
Dues & Memberships	137.00	
Electricity & Gas		1068.19
Equipment Maint Costs	183.37	
Gift Fund		
In State Travel	65.72	185.44
MA/ME Grant		
Building Maintenance Costs		410.00
Postage		
Parking Lot Maintenance		
Professional Development		49.00
State Aid - Professional	5329.96	10539.68
State Aid - Equipment		
Office & Janitorial Supplies	2006.48	766.61
Technical Maint Services	576.30	18.25
Users Fees	218.95	11.97
YA Room Renovations	45169.00	
Total	57,222.31	14,944.69

NEW BUSINESS

- Annual board reorganization meeting-welcome new Trustee Nicole Buckley and re-elected Trustee-Amy Bartelloni.

Motion made by Bartelloni to approve Sue Garten to be Chair. Seconded by Howard. Unanimous vote.

Motion made by Garten for Howard to be Vice Chair. Seconded by Bartelloni. Unanimous Vote.

- Amy Bartelloni will be added as an administrator of the Bellingham Library Facebook page.
- 7:15-7:40 Maureen Wicker, Girl Scouts Organization. Wicker came to discuss her continued use of community room and the kitchen with her Girl Scout Troop. Due to a fire safety incident that happened during a sleepover event, the use of the stove was discussed. A discussion ensued around all events for the use of the stove. The use of the stove will not be allowed in the future for any external events. The Community Room Reservation Request Form will be updated as such and enforced.

Motion made by Howard to approve first reading of the Community Room Reservation Request Form with the revision that is on the back side of May 2016 version. Seconded by Garten.

DIRECTOR'S REPORT

- YA Renovation- complete. The ribbon cutting ceremony took place May 12, 2016. A few details to complete (weather stripping on exterior door, wrong door color resolution, fire sprinkler inspection need).
- A gift in the amount of \$1,000.00 was received from the VFW.
- Fire safety guidelines will be worked on this coming month to ensure we are adhering to rules.
- Discussed carpeting in the Children's Room and Café flooring. We will go to the fall town meeting to ask for funds, once we get a quote over the summer, we will discuss further.
- Rivard attended a MIA Workshop for municipal employees about using social media when representing the town. She also attended a CWMARS Collection Development Interest Group meeting.
- The Library will be represented at the Memorial Day Parade. 'Get in The Game' banner for Summer Reading.
- The teen room, children's room, and study room usage policies were reviewed.

Motion made by Howard to accept the first reading of the teen room, children's room, study room policies. Seconded by Perry. All in favor.

- Mind in The Making (importance of play) Grant. Working with the author to speak, fee \$1500, comes with 100 copies of book.
- Friends of the Library Book Sale will take place this coming Friday and Saturday. Paint Night upcoming, Friends of Library (MA Friends) meeting will take place on May 21st.
- August Meeting Date-will set at June meeting. Possible Aug 25th?
- Trustee Orientation June 13th in Southborough. Perry and Buckley will sign up.

Adjourn at 8:35 by Garten