

Bellingham Library Board of Trustees

Meeting Minutes

Submitted by Nicole Buckley

Thursday, June 9, 2016

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

Absent: none

Location: History Room, Bellingham Public Library

Next meeting: Thursday July 14, 2016

Called to order at 7:06

Motion by Sue Garten to approve the minutes as presented from May 12, 2016. Seconded by Alyssa Perry . Unanimous vote.

There are no invoices this meeting. Trustees will be alerted as to when the invoices are ready for review and to sign.

New Business

- Children's Room & Café Carpet & Flooring, Fall Town Meeting Warrant

As far as flooring, a fusion hybrid was suggested for the café area; this is a click floor and comes in both tile and wood. Samples were provided. As far as the carpet is concerned, looking at blue for the color. Also, need to get a quote for the door for the Children's Room, which would be similar to the Teen Room door.

Motion by Sue Garten for item on the Fall Town Meeting Warrant for \$15,000.00 for town meeting request. Seconded by Alyssa, Carpeting/flooring/minor renovations to children/adults study area of the library. Unanimous Vote.

- Community Room Reservation Form Update, 2nd Reading changes made to the back of the form.
- Read over the Teen Room, Children's Room & Study Room Use Policies, Second Reading

Motion made by Sue Garten to accept the second reading of the Teen Room, Children's Room, Study Room policies. Seconded by Amy Bartelloni. Unanimous vote.

- Public Computer Station Layout- All are working fine. We probably will need to acquire one or two more stations to meet demand. We will discuss layout options at a future meeting.
- Reviewed the Library Assistant Job description for the position that we will be posting in late June/early July to replace Nancy Ross who is retiring on June 30th. Goal is to have the new Library Assistant ready to start in early to mid-August. Position is for Monday and 2 other days, as well as every third Saturday. This person will be responsible for helping to design a formal program for students in grades 4-7, as well as having circulation desk duties.
- Professional Staff Contracts signed by the trustees at the meeting for Steve Fowler, Cecily Christensen, Bernadette Rivard.
- August Meeting Date-Changed to August 4th.
- FY16 Budget Priorities- Prioritized painting and drive up book drop.
 - Painting 6k
 - Drive Up Book Drop 4-5k includes having it installed-NOT drop shipped.
 - Dishwasher, which will serve to disinfect toys.

Meeting adjourned at 8:17 by Sue Garten.