

Bellingham Library Board of Trustees

Meeting Minutes

Thursday, July 14, 2016

Present: Staff-Bernadette Rivard Board- Amy Bartelloni, Alyssa Perry, Nicole Buckley

Absent: Sue Garten, Laura Howard

Location: History Room, Bellingham Public Library

Next meeting: Thursday August 4, 2016

Called to order at 7:01 by Amy Bartelloni

Submitted by Nicole Buckley

Motion by Amy Bartelloni to approve the minutes as presented from June 9, 2016. Seconded by Alyssa Perry. All in favor. Unanimous Vote.

Approval of Library Invoices FY2016

	6/16/2016	6/30/2016	6/30/2016 (2)	FY17 07/14/2016
Building Maint & Supplies		6116.43		
Books & Periodicals	2945.86	8699.67	524.73	8213.09
Dues & Memberships				19343.00
Electricity & Gas	540.71			101.15
Equipment Maint Costs	183.37			
Gift Fund		189.81		1995.00
In State Travel	66.96	51.77		
MA/ME Grant				
Building Maintenance Costs	584.00	779.92		
Postage	121.61			
Professional Development				
State Aid - Professional	90.58			228.66
State Aid - Equipment				
Office & Janitorial Supplies	552.37	1326.29	371.78	62.34
Technical Maint Services	1051.27	2000.00		4108.52
Users Fees	356.57	156.41	202.51	294.06
YA Room Renovations				
Total	6,493.30	19,320.30	1099.02	34,345.82

Director's Report:

The drive up bookdrop is scheduled to be delivered after 8/1/16. The prep work has begun for this project by the DPW. The DPW, library maintenance, and the town carpenter will work together to complete the installation. Once installed, the area around the bookdrop will have the words Book Drop Only painted on the blacktop. The old bookdrop will be eventually closed and will possibly be replaced with a sign with the library hours.

The library did not get the solar grant from Ebsco.

There are now 8 computers in adult area of the library. The 3-D printer has been moved to the back table along with the computer that has the printer's software on it and that is where classes for the 3-D printer will be held.

New Business:

The Teen Room renovation is complete. The one final bill will be paid for with state aid.

Carpet samples for the Children's Room carpet replacement project have been sent for and will be discussed further when the samples arrive; the samples that were chosen are in keeping with the blue theme of the library. In addition, we will look into requesting a Friend's of the Library fundraiser in Children's Room to help with the cost of much needed painting in that area. The Children's Room will be closed for possibly 8 weeks during the carpet replacement/painting, and carts of selected books will be available for children in a different area of the library. The Children's Room will be blocked off for safety for the eight weeks.

Wooden artwork that was gifted to the library when it opened will be offered to an interested patron. It is currently hanging in the café area of the library. A letter of offer will be sent to the patron.

Motion made by Amy Bartelloni to offer the “Flight Tension” Artwork to an interested patron. Seconded by Alyssa Perry. All in Favor. Unanimous Vote.

Three applicants have been interviewed for the Library Assistant position that was posted. A decision will be made by tomorrow 7/15/16 at 5:00 PM and an offer will be made.

The library will be receiving \$8000 or \$9000 from the MA/ME IMLS STEM grant for programming to begin this fall. The programming will be called “Enlighten Bellingham.” The library currently has a survey out on the library website and on the Facebook page in order to gather feedback from patrons regarding the programs to be offered. Possible ideas include a community book, a Science Fair day, and topics such as recycling, and informational workshops in conjunction with the DPW. These programs are meant to educate adults about the community and offer educational and fun activities for kids.

As a way to promote the library’s programs to students, we discussed the possibility of offering a 6th grade field trip at the beginning of the school year and/or to 5th graders at end of the school year year in order to explain the services offered to them in the Teen Room. This would be an opportunity for collaboration with the school district and the library’s programs.

Contract Staff Vacation Carryover

Motion made by Amy Bartelloni to approve and seconded by Alyssa Perry to carryover FY2016 vacation days for Bernadette Rivard, Steve Fowler, and Amanda Maclure for FY2017. All in favor. Unanimous Vote.

We discussed the possibility of restructuring the library website to make it more user friendly. We will discuss at a future meeting.

Next Meeting : *Thursday, August 4, 2016 at 7 pm*

Meeting adjourned by Amy Bartelloni at 7:58