

Bellingham Library Board of Trustees

Meeting Minutes

Submitted by Alyssa Perry

Thursday, December 3rd, 2015

Present: Bernadette Rivard, Sue Garten, Amy Bartelloni, Russell Lafond, Laura Howard, and Alyssa Perry

Absent: N/A

Location: History Room, Bellingham Public Library

Next meeting: Thursday, January 14th, 2016

Called to order 7:01 pm

Motions:

Motion by Garten to approve the minutes from November 12th. Seconded by Lafond. Unanimous vote.

Motion made by Garten to accept the minutes with the amendment to the minutes for the Out of State Lending policy. Seconded by Lafond. Unanimous vote.

Motion made by Garten to accept the Builders Systems Inc bid for \$147,258. Seconded by Howard. Unanimous vote.

Motion made by Garten to pay \$122,000 from town meeting and up to \$25,258 out of state aid. Seconded by Lafond. Unanimous vote

Motion made by Garten to accept the second reading of the out of state lending policy. Seconded by Lafond. Unanimous vote.

Approval of Library Invoices FY2015

	11/19/15	12/03/15
Building Maint & Supplies		99.96
Books & Periodicals	1,716.63	5,366.81
Dues & Memberships		
Electricity & Gas	443.97	
Equipment Maint Costs		333.06
Gift Fund		
In State Travel		
MA/ME Grant	65.60	
Building Maintenance Costs		556.25
Postage		
Parking Lot Maintenance		
Professional Development	225.00	
State Aid - Professional		113.75
State Aid - Equipment		
Office & Janitorial Supplies	385.51	611.06
Technical Maint Services		79.00
Users Fees	126.00	
Total	2,962.71	7,159.89

NEW BUSINESS

- YA Renovation Implementation Update. We had five contractors on the site visit for the walk through. Made a motion to accept one of the bids. We will begin to implement the plan for moving the YA area for the renovation.
- Out of State Lending Policy Update – 2nd reading. Out of state residents with cards from other libraries may not borrow from, or pick up items from other libraries at the Bellingham Public Library.
- Library App and Freegal and Learning Express. Our goal is to live with the app App Time for New Years, so suggestions for content and layout changes can be suggested. Our subscription for Freegal has been ordered and will begin on January 1st. Discontinuing our subscriptions to databases that are no longer used, and adopting new technologies that will hopefully prove more useful.

- MBLC FY17 Action Plan. Each December, the library's new fiscal year action plan must be submitted to the MBLC. We looked at the draft that was included in our meeting materials.

DIRECTOR'S REPORT

- We are anticipating two or three tables staying in the area beyond the YA renovation. A minimum of five new tables will be added to the new area.
- The MA/ME IMLS STEM Grant will be updated once Bernadette comes back from the meeting in Augusta.
- A letter of intent has been submitted to the MBLC for a LSTA Grant Application. "Mind in the Making" would provide grants of \$7,500 to \$10,000 to enhance play spaces for children ages 0-6 in libraries and engage them in interactive learning. Our idea is to use the funds to renovate the toddler play area, removing all current toys and replacing it with an interactive play space; supporting emergent reading, writing, and fine motor skills.
- We are extensively weeding the YA collection to prepare for the renovation. We will be holding a book sale for the weeded titles in January.
- The Friends of the Library book sale was successful, and raised over \$900 on books alone. The raffle should bring in another \$500.

Motion made by Garten to approve the action plan for FY17. Seconded by Lafond. Unanimous vote.

Motion made by to submit the budget request to the town in the amount of \$565,270. Seconded by Bartelloni. Unanimous vote.

Adjourn 7:57