



Board of Library Trustees Monthly Meeting

Tuesday, May 2, 2017

Fuller Conference Room – Boyden Library, 10 Bird Street, Foxborough, MA 02035

7:00 p.m. Opening Meeting

Call to Order	Kevin Penders call to order at 7:04pm. Kevin Penders, Deb Stone, Joe Lally, Tom Magee, Collin Earnst, Dave Crimmins, Manny Leite in attendance. Absent Christine Igo Freeman.
April Meeting Minutes	Motion by Kevin Penders to approve minutes with proposed changes, Deb Stone 2 nd . Approved 5-0-1.
Correspondence	Waterfall Production sent a thank you. Jaycee's made annual donation for Easton Children's Museum. A lawyer called to inquire about possible bequest, should it go to Friends' as they are a 501c3 non-profit organization?
Monthly Statistics	Other branches have gone down in circulation.
Friends' Report	Book sale next week. Preview 5pm-6pm for Friends, credit cards accepted. Founder's Day drawing at raffle. Membership is up. Miss you letters have membership up 23%. Newsletter sent out May 2 nd . Will be updating job descriptions and responsibilities for the fall.
Professional Staff Reports	No discussion.
Financial Reports	Discussion to ensure budget is spent by June 30 th , tuition reimbursement question.
Director's Report	Attended SAILs Showcase - presentation on hotspots. Added Davis Farmland pass. There are 2 library page vacancies. Staff Development day went well, Fire department found issue and repaired system, ESS presentation and difficult patron and mindfulness training for staff. Added 3 large print keyboards and charging station for Children's room. Potential new cleaning company walk through. – Bids due by May 10 th .

Liaison Reports	Tech – No discussion. Budget – No discussion. Personnel – No discussion.
Funds Trusts	No luck with past trust documents. Discussion on how to form Trusts. Ask MBLC for guidance/assistance. Brian G. from Bartholomew & Co. Trusts started May 1 st out of town and into Library. Trust transfer to be finished before end of June.
Trustee	Advisory - no discussion
Sub-Committee	Board of Selectman - no discussion
Reports	
Old Business	
Meeting Room Policy	Discussion of attachment, Lawrence Public Library policy. Motion made by Kevin Penders to amend Meeting Room Policy with changes, Tom Magee 2 nd . Effective May 2, 2017. Approved 5-0-1.
Spinney Donation Discussion	Nathalia Holt; Rise of the Rocket Girls - \$5,000. Michael Tougias; Finest Hours - \$400. Julia Glass; The Three Junes \$6,000. Will see if Nathalia Holt is available.
Bartholomew	Investment Policy Statement & Formal Proposal – see Liaison Reports
New Business	
Proposed Summer Hours	Motion by Kevin Penders to adopt summer hours schedule as proposed. Deb Stone 2 nd . Approved 5-0-1.
Murder Mystery Event	For 2018 event. Hire a troupe, do it ourselves, have a script that a group of people perform, potentially involve Friends.
Library Annual Event	Suggested at long range planning.
Adjournment	Motion to adjourn made by Joe Lally, Collin Earnst 2 nd , 8:17pm.

Next regular monthly meeting is scheduled for Tuesday, June 13, 2017