

Boyden Library
Board of Trustees
Minutes of Monthly Meeting
Tuesday, September 08, 2015

- 7:00 pm Welcome and call to order Kevin Penders.
Attendees: Trustees Kevin Penders, Tom Magee, Joe Lally, Sue Burlone, Deborah Stone and Collin Earnst. Also present Library Director Jerry Cirillo, Friends' President Dave Crimmins. Assistant Town Manager Mary Beth Bernard arrived after the start of the meeting.
- Minutes The minutes of June 02, 2015 minutes were reviewed. Collin Earnst made a motion to approve; Sue Burlone seconded; approved 5-0-1; Tom Magee abstained.
- Correspondence
No new correspondence to discuss.
- Friends' Report
President Dave Crimmins reported the Friends' meeting was held on September 02 following their summer hiatus. Two vacant positions on their Board were filled by Jennifer Ooi as Vice-President and Janice Rosado as a Member of the Board. Dave also reported the Friends' Annual Meeting has been rescheduled from February 02, 2016 to January 27, 2016. Dave also reported that membership funds have increased by \$3000 from 2014 to 2015. At the meeting, Director Cirillo requested funding for the Sunday Music Series which begins on Sunday, October 18. The Friends approved the use of \$860 from their 2015 budget and an additional \$1300 from the 2016 budget. Trustee Penders attended the September meeting and Trustee Earnst will attend the October meeting. The Trustees attendance schedule was adjusted as follows: Collin Earnst will attend the March 02, 2016 meeting and Sue Burlone with attend the June 01, 2016 meeting.
- Approval of Construction Project Invoices
The final construction invoice was reviewed. Kevin Penders made a motion to approve invoice #36-1024 from LLB Architects, dated May 20, 2015, in the amount of \$3,465 for Enhanced Commissioning services provided by Andelman & Lelek; Deb Stone seconded; approved 6-0.
- Town of Foxborough Tuition Reimbursement Policy
Director Cirillo presented the proposed draft of the Town of Foxborough Tuition Reimbursement Policy. It has been brought up for discussion at the library staff union negotiations and the union would like the Trustees opinion on its use. A discussion followed. After the discussion, Trustee Penders moved that the Trustees support the proposed policy with the caveat that the reference to the Town Manager's approval be amended for library purposes to be under the control of the Board of Trustees ultimately. Tom Magee seconded and all approved 6-0.
- Professional Staff Reports
The June, July and August 2015 staff reports were reviewed.
- Financial Report
The May and June 2015 financial reports were reviewed.
- Director's Report
The director's report was reviewed. The MBLC Trusty Trustee Pocket Guide was distributed to the members of the Board. Director Cirillo noted that contract negotiations were ongoing. Director Cirillo recommends that the library be closed for the week end following Christmas Day, Friday, December 25 with the staff working their regularly scheduled hours. Discussion followed. After

the discussion, Tom Magee made a motion to close the library on Saturday, December 26 and Sunday, December 27; Deb Stone seconded; approved 6-0.

Liaison Reports

Selectmen; Advisory Committee - will begin to report at the October 2015 meeting.

Trustee Sub-Committees

Kevin Penders reported the Library Director Screening Committee met on August 23 to review the resumes of twenty-one applicants which were narrowed down to seven applicants to be scheduled for phone interviews using a set script on August 12. After the phone interviews were held, the list was then narrowed down to three candidates being invited for in-person interviews to be held on August 26. Following those interviews, two candidates were invited to interview with the Board of Trustees tonight September 08. Prior to tonight's meeting, Trustee Penders received word that the second candidate has accepted a position elsewhere leaving the Trustees with one candidate, Manuel Leite, to be interviewed tonight at 8 pm. He also noted that the screening committee met tonight at 6:45 pm to review and approve the previous meeting minutes and to vote to disband.

New Business

None

Items for next agenda

Consider some alternate sources of funding for adult programming.

Interview – Library Director Finalist

Candidate Manuel Leite was interviewed by the Trustees. The interview ended at 8:55 pm. Following the interview, the Board deliberated on their decision. Kevin Penders then made a motion to ask Town Hall to engage in discussion with Mr. Leite to extend a contract to serve as the next Director of the Boyden Library; Joe Lally seconds; all approve 6-0.

Trustee Penders then extended a very deep thank you to the screening committee for their time and willingness to serve. The committee members were Kevin Penders, Tom Magee, Joe Lally, Mary Beth Bernard, Jeff Lovely, Dave Crimmins, Margi Rossetti, and Deb Volpini.

9:35 pm

Kevin Penders made a motion to adjourn; Collin Earnst seconded; approved 6-0.

Respectfully submitted,
Deborah J. Volpini