

Boyden Library
Board of Trustees
Minutes of Monthly Meeting
Tuesday, May 06, 2014

7:00 pm Welcome and call to order Kevin Penders.
Attendees: Trustees Kevin Penders, Tom Magee, Fran Spillane, Ellen Pillsbury Joe Lally and Sue Burlone; Advisory Committee liaison Kevin Powers. Also present Friends' Treasurer David Crimmins and Library Director Jerry Cirillo.

Election of Officers:

After a brief discussion, Fran Spillane made a motion to keep the slate of officers as currently constituted: Kevin Penders, Chairman, Tom Magee Vice-Chairman, and Sue Burlone Secretary; Ellen Pillsbury seconded; approved 6-0.

Minutes: The minutes of the April 1, 2014 meeting were reviewed. Tom Magee made a motion to approve; Joe Lally seconded; approved 5-0-1.

Friends' Report:

Friends' Treasurer Dave Crimmins reported the Friends have funded the majority of the expenses for the Spring Author Series which totaled approximately \$1200. Dave commented that there are now 140 paying members of the Friends and that they were hoping for 100% membership participation by the Trustees. They have raised \$7200 to-date during this membership drive. He mentioned the Friends annual book sale dates are May 15 (for members only), May 16 and May 17. Trustee Chair Kevin Penders thanked the Friends for their ongoing support of events held at the library.

Professional Staff Reports:

The April 2014 staff reports were reviewed.

Financial Report:

The March 2014 financial report was reviewed. There was a brief discussion regarding the telephone, electricity and heating fuel expense lines.

Director's Report:

The director's report was reviewed. Director Cirillo reported we continue to have contractors on site, the security cameras are functioning as of today (5/6) and the security gate patron counter is functioning. He also reported that three individuals were dis-invited from the Library and one individual had been banned for thirty days for inappropriate use of the public computers. Also discussed was the new webpage and that Tom Spizuoco will be attending the June meeting to demonstrate the new webpage. Briefly discussed were summer hours.

Approval of Construction Project Invoices:

- ProAV Systems; dated 4/18/14; in the amount of \$24,417.00 was reviewed. Tom Magee mad a motion to approve; Fran Spillane seconded; approved 6-0.
- Louison, Costello, Condon & Pfaff, LLC; dated 4/1/14; in the amount of \$315.00 was reviewed. Tom Magee made a motion to approve; Joe Lally seconded; approved 6-0.

Approval of Summer Hours:

The proposed summer hours are:

- Last Saturday open 10-5, June 28
- Close on Saturday July 5
- Open 10-1 July 12, 19, 26 and August 2, 9, 16 and 23
- Close Saturday August 30
- Resume Saturday open 10-5, September 6

Tom Magee made a motion that summer hours be adopted as proposed in the Director's Report; Ellen Pillsbury seconded; approved 6-0.

Library Technology Update:

Library technology was discussed during review of Director's Report.

Liaison Reports: Selectmen; Advisory Committee:

Kevin Powers, ADCOM liaison, reported the Union Contract MOA was approved by ADCOM. Fran Spillane reported the Selectmen have inquired about the inability to enter through the door located in the hallway outside the Community Meeting Room after 8:00 pm. It was noted that the door was never intended to accommodate entering and exiting; it was designed as an EXIT ONLY door. Kevin Penders will follow-up with the Selectmen.

Trustee Sub-Committees:

After some discussion, the following placement was agreed upon:

- Gift Fund/Trust Funds – Sue Burlone and Tom Magee
- Friends of Boyden Library Meetings – Ellen Pillsbury and Sue Burlone
- Budget – Kevin Penders and Tom Magee
- Selectmen – Fran Spillane
- ADCOM – Kevin Penders
- Technology – Fran Spillane and Joe Lally

Other Business:

Chairman Penders reported the library has received the second and final State Aid to Public Libraries award in the amount of \$6,630.37 for a total of \$13,260.74 in fiscal year 2014. Also mentioned was the fourth and final event in the Spring Authors Series to be held on May 13.

New Business: Joe Lally presented a request he received for the use of the library restrooms on Saturday, September 13 for the McGinty Family Fun Day to be held on the Common. After some discussion, Joe Lally made a motion to serve as the public access restroom facility for the event; Ellen Pillsbury seconded; approved 6-0.

8:00 pm Joe Lally moved to adjourn; Tom Magee seconded; approved 6-0.

Respectfully submitted,
Deborah J. Volpini