

Boyden Library

Minutes of Board of Library Trustees Monthly Meeting

Monday, January 2, 2012 , 7:15 p.m.

Temporary Library – Chestnut Green, Payson Rd. Entrance

Minutes prepared by Jeffrey M. Lovely, Trustee

Present: Jerry Cirillo, Director, Jeff Lovely, Janet Pineault, Ellen Pillsbury, Fran Spillane, Kevin Penders and Tom Magee, Trustees; Diane Monahan, Friends; Joseph Whall, Guest; Kevin Powers, Ad Comm (late arrival)

Presentation by Joseph Whall re: library display of a model of Foxborough Common. Mr. Whall presented his concept of an approximate 3.5' by 5.5' scale model of Foxboro Common circa 1910. This would be surrounded by plexiglass approximately 2' in height. Mr. Whall seeks display space at the new library and proposes to construct the model if the Trustees agree to host it. This would be an outright gift to the library, with no commitment from the Trustees in terms of permanent display, future obligations, etc. Mr. Whall may seek funding from the Historical Society or Historical Commission; there was no discussion of any funding from the Trustees. Further discussion at February meeting.

Minutes: November 10, 2011 Meeting Reviewed and approved 5:0:1
November 10, 2011 Joint Meeting with PMSBC Reviewed and approved 5:0:1
November 17, 2011 Joint Meeting with PMSBC Reviewed and approved 4:0:2

Friends' Report presented by Diane Monahan. Ellen Pillsbury to attend Jan. 4, 2012 Friends' meeting; Fran Spillane will attend February meeting; Trustee attendance for future meetings will be addressed at our February meeting.

Professional Staff Reports: November, 2011; December, 2011; reviewed and discussed. Janet Pineault to write thank you to Hedy Brechbuehl, long time staffer who recently retired.

Financial Reports: October, 2011; November, 2011; reviewed and discussed

Director's Report; reviewed and discussed

Liaison Reports: Selectmen; Advisory Committee; brief discussion

FY 13 Budget Proposal: Moved, to amend the FY 13 budget by moving the sum of \$28,334 from salary line item (to custodian) to expense item (cleaning services). Per Director Cirillo, this has been discussed with and is supported by Kevin Paicos.

TM, KP, JC, and Kevin Powers will meet before the Ad Com budget review (Jan. 18, 2012) to review budget.

Building Addition/Renovation Project Issues and Committee Reports:

- Relocation to Temporary Quarters/Moving Contractor: Completed
- Asbestos Abatement: Basically completed; a couple of open items
- General Contractor Contract: Partially signed

- Staging Area/Contractor Parking: JML will coordinate with Invensys
- Establish monthly Joint Mtg. (w/PMSBC) schedule: JML to follow up with Bill Yukna/PMSBC
- Procedure for Approval and Payment of Contractors' Invoices/Change Orders: Moved to authorize Janet Pineault and/or Jerry Cirillo, jointly in consultation with each other or, if the other is unavailable, individually, to authorize change orders and expenditures for the building expansion/renovation project up to \$25,000 without the need for BLBT to vote on same. JML motion; TM second approved 6:0
- Groundbreaking Ceremony: Discussion of plans, scheduled for 10:00 a.m. Jan. 28, 2012; Tom Magee and Jerry Cirillo will finalize brochure, agenda, and invitee list.

Items for next meeting agenda: Friends schedule; Whall project

Motion to adjourn, Kevin Penders; second Tom Magee voted 6:0 adjourned 8:46 p.m.

Respectfully submitted,

Jeffrey M. Lovely, Trustee