# Agenda Library Board of Trustees Jonathan Bourne Public Library

# April 14, 2015 5:15 pm

#### Approval March 10, 2015 Minutes

#### **New Business**

5 year Plan TV for special usage Steps between neighboring parking lot

## <u>Updates</u>

Little Free Library
Large Print rotating library
Director's Report
Personnel
Budget
Building & Grounds
Friends of the Library

#### **Next Meeting**

Set future agenda items Set date

#### **Adjournment**

Kathryn G. Tura, Chair

# TRUSTEES OF THE JONATHAN BOURNE PUBLIC LIBRARY 19 Sandwich Road Bourne, Massachusetts 02532

Minutes of the April 4, 2014 Trustees Meeting at the Jonathan Bourne Public Library

<u>Trustees Present</u>: <u>Staff Present</u>: Paul Gately Patrick Marshall

Heather DiPaolo Kristine Maginnis Kathryn Tura

<u>Trustees Absent:</u> <u>Guests</u> Stephanie Kelly None

K. Tura called the meeting to order at 5:15 p.m.

<u>Minutes</u>: K. Tura moved to accept the March minutes. T. Maginnis seconded the motion and it was carried by unanimous vote.

**Five Year Plan:** The next meeting is scheduled for March 22<sup>nd</sup> from 10am-12pm at JBPL meeting room. Emails will be sent to the prior attendees and the meeting has been announced in the library enews. Please help spread the word about this important meeting. On May 20<sup>th</sup> from 6-8pm there will be a single meeting for the public that could not attend the day meetings. The Trustees have decided to review the sample survey and determine when to send it out to the patrons.

<u>TV for Special Usage:</u> K. Tura would like to table this issue until the town budget numbers are confirmed after the May election. Motion made by H. DiPaolo and seconded by K. Tura with a unanimous vote to table the item.

<u>Steps between lot:</u> P. Gately reported that he is having difficulty getting an answer from neighbor/owner Vincent Machienzi. He did report that the DPW Director George Sala agreed that it was a good idea for the library to have access to the neighboring lot.

<u>Little Free Library:</u> K. Tura reported that there did not seem to be any issues with the units after the extreme weather this winter as she has personally inspected each LFL and there was not any leakage. She also noted that there was a good turnover of books in each unit. The brass plaques that designate them in the Little Free Library system will be ordered soon.

<u>Large Print Rotating Library:</u> For the first time since the large print library was created at the Cape Cod Senior Residences library volunteers switched out three bins (about 50 books) of large print material for the senior residents. Going forward the books will be turned over using the

Bourne Middle School service project; joining the BLAST students with the Cape Cod Senior Residences.

#### **Director's Report:**

- BHS Art teacher, Jillian Donovan, will be showcasing the student art in the library this fall. Currently the elementary school artwork is on display.
- At the MA library Convention this year JBPL staff member, Barbara Lorentzen, was nominated the Para Professional Librarian of the year.
- Women in Jazz program had 27 attendees.
- P. Marshall attended the CLAMS Board meeting last week.
- 4/20 CLAMS will be down for work on the server.
- JBPL won the Bruins PJ drive after diligently collecting 1,651 pajamas for the Cradles to Crayons organization. This is 21% of all the pajamas collected in the New England regional drive. The library has earned a street hockey clinic with some of the Bruins players thanks to Children's Librarian Terry Johnson and her great organizing.

<u>Personnel:</u> The vacated circulation position that was frozen was not allowed to be filled therefore making every day life at the library difficult. P. Marshall would like to add a Bibliotemp for summer circulation desk. This would be paid by State Aid and is expected to cost approximately \$8,800.

**<u>Buildings and Grounds:</u>** Bourne Facilities manager Jonathan Nelson walked around with the weather proofing contractor to determine needs of building. It is undetermined when work would begin to do the repairs.

#### JBPL Friends: H. DiPaolo reported:

- Volunteer Appreciation Day is tentatively scheduled for May 18<sup>th</sup> at the Lobster Trap with a tour of the wholesale business before the luncheon.
- The Friends asked about straightening the front tree and P. Marshall reported that DPW knows about the issue and we are in the queue for their post storm projects.

**Next Meeting Date**: The next Trustees meeting is scheduled for May 19th at 5:15 p.m.

#### Adjournment:

H. DiPaolo moved to adjourn the meeting and K. Tura seconded the motion. The meeting was adjourned at 6:20 p.m.

Respectfully submitted, Heather A. M. DiPaolo

## Budget Report Jonathan Bourne Public Library

FY 15 (April 16, 2015)

		5 (April 10, 2		/	Г		
Acct #	Sta	rt Balance	Ex	pen. to date	En	nd Balance	% Spent
5111	\$	98,440.00	\$		\$	19,613.14	80.08%
	\$	·		-		·	
5112		2,958.00	\$	144,290.17	\$	38,667.83	78.87%
5113		5,652.00	\$	109,270.70	\$	26,381.30	80.55%
5117	\$	22,956.00	\$	16,546.11	\$	6,409.89	72.08%
5141	\$	1,684.00	\$	1,684.00	\$	-	100.00%
5142	\$	1,800.00	\$	1,604.00	\$	196.00	89.11%
	\$						
		3,490.00	_	352,221.84	\$	91,268.16	79.42%
5211	\$	16,500.00	_	9,135.17	\$	7,364.83	55.36%
5212		8,470.00		5,832.70	\$	2,637.30	68.86%
5230		300.00		180.50	\$	119.50	60.17%
5240		8,000.00		3,578.00	\$	4,422.00	44.73%
5245		500.00		42.69		457.31	8.54%
5246		6,700.00	_	4,611.00		2,089.00	68.82%
5275		250.00		-	\$	250.00	0.00%
5305		45,000.00	_	37,562.34	\$	7,437.66	83.47%
5307	\$	-	\$	-	\$	-	#DIV/0!
5340	\$	850.00	\$	807.15	\$	42.85	94.96%
5341		750.00	\$	245.00	\$	505.00	32.67%
5342		-	\$	-	\$	-	#DIV/0!
5343	\$	-	\$	-	\$	-	#DIV/0!
5420	\$	900.00	\$	262.84	\$	637.16	29.20%
5421	\$	500.00	\$	50.97	\$	449.03	10.19%
5430	\$	4,500.00	\$	2,931.99	\$	1,568.01	65.16%
5435	\$	500.00	\$	324.40	\$	175.60	64.88%
5450	\$	2,000.00	\$	1,235.43	\$	764.57	61.77%
5580	\$	75,000.00	\$	60,175.45	\$	14,824.55	80.23%
5504	_	7.500.00	_	0.050.07			444.070/
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							91.35%
5710	\$	250.00	\$	151.53		98.47	60.61%
5730	\$	250 00	¢	290 00		00)	116.00%
3730		200.00	Ψ	230.00	((	J.00)	110.0076
		9,120.00	\$	136,135.54	\$	42,984.46	76.00%
TO-	\$				\$		
TAL	622,610.00		\$ 488,357.38		134,252.62		78.44%
					Income to		Account
	ance		uate		aate		Bal \$
3534	\$	2,296.29	\$	3,291.47	\$	10,152.23	φ 9,157.05
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Library Gifts & Donations	4849	\$ 15,143.44	\$ 5,765.21	\$ 7,670.66	\$ 17,048.89
Lib Incentive & MIG Grant	3402	\$ 23,792.19	\$ 14,138.32	\$ 22,051.24	\$ 31,705.11
Job Seekers *** (FY 14)	3496	\$ 4,000.00	\$ 7,500.00	\$ 3,500.00	\$ -
Full Steam Ahead *** (FY 15)	3781	\$ 3,750.00	\$ 3,647.76	\$ -	\$ 102.24
****Goes by Federal FY(Oct-Sep)					