

# Ventress Memorial Library

## Board Meeting

August 19, 2015

Those present: Jean Christensen, Suzanne White, Wally Coyle, Jim O’Gara, Michele Noonan, Alexander Duncan, Greg Guimond and Cyndee Marcoux.

1. Mr. Coyle called the meeting to order at 4:02PM.
2. Mr. Guimond made a motion to approve the May 20, 2015 minutes. Ms. Christensen seconded and all approved.
3. The informal meeting of June 17<sup>th</sup> was briefly discussed.

#### **4. Director’s Report:**

- Ms. Marcoux presented the ARIS report. Internal circulations were up by about 2,000; however, ILL loans were down by 5,000. Mr. Duncan asked about the actual number of Marshfield residents that use the library and asked for the monthly statistics in spreadsheet form.

-On a motion made by Mr. Guimond and seconded by Mr. O’Gara the board approved unanimously the director’s ability to spend up to \$7,500 annually and any single purchase of up to \$5,000 of State Aid at her own discretion. Amounts above this would be discussed with the board.

-Ms. Marcoux informed the board that a volunteer, Mr. David Desmond, has taken over the maintenance of the front flower beds, including getting a donation of mulch from Taylor Lumber. The board voted unanimously on a motion by Mr. Guimond and a second by Mr. Duncan to send a thank you note to Mr. Desmond. The board also voted unanimously on a motion by Mr. Guimond and a second by Mr. Duncan to send a thank you note to Aldan MacDonald for building the three Little Libraries at the town beaches as part of his Eagle Scout project.

#### **5. Long Range Plan:**

-The board unanimously chose the following mission statement. “The mission of the Ventress Memorial Library is to bring people, information and ideas together to enrich lives and build community.”

-The survey was presented to the board. Ms. Noonan thought that the survey or at least a link should be reported in the Mariner. Ms. Marcoux will check on this and will also be mailing the survey to 200 random households.

-The next Long Range Plan meeting will be September 2, 2015.

#### **6. Announcements and Correspondence:**

-Book case for the Friends book sale is done and should be here within the week.

-Mr. O’Gara will drop off Historic Marshfield pamphlets prepared by the Historical Commission.

-Ms. Marcoux proposed a possible “Thank you” article to all our volunteers and donators in the November Mariner.

-Ms. Marcoux presented circulation policy updates for review. On motions by Mr. Guimond and seconds by Ms. Noonan the board unanimously approved the senior benefits policy, the fine free Friday policy, and the library card registration policy.

-The board also unanimously approved the motion made by Ms. Noonan and seconded by Ms. Christensen to accept the Exhibit policy as modified. (See all policies attached.)

**6. Library Plaza:**

-The Committee met last week. There will be no update to the Library façade for budgetary reasons. This leave \$27,000 available for other items. The board discussed addressing outside lighting issues, painting the outside of the building, and the damage that is done to the fence each winter.

-Ms. Marcoux will contact Eversource about reducing lighting costs at the library.

-Concerns about the bathrooms and the kitchens were discussed.

-Discussions will be continuing about reworking the roadway and relocation of the drop box.

-Mr. Coyle will be contacting the Selectmen about our security concerns.

7. **FY16 budget:** No changes.

8. The next meeting was scheduled for September 16, 2015 at 4:00.

9. Mr. Guimond made a motion to adjourn at 5:50. Mr. Duncan seconded and all approved.

Respectfully submitted,

*Lisa Hart*