

VENTRESS MEMORIAL LIBRARY
BOARD MEETING
APRIL 21, 2016

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

Mr. Coyle called the meeting to order at 4:00PM.

1. Mr. Guimond made a motion to approve the March 16, 2016 minutes. Mr. O’Gara seconded and all approved.ß

2.

A. Ms. Marcoux informed the Trustees that Circulation numbers increased by 3.31%, as a total of 16,698 items were loaned, borrowed and downloaded.

B. Ms. Marcoux and Chris Woods have interviewed three more candidates for the Administrative Assistant position. Lisa McQueeney accepted the position and will join the staff on May 2, 2016.

C. The FY17 budget of \$738,916 will be \$10,000 short of the MBLC Municipal Appropriation Requirement. The library will need to again apply for a waiver in order that the library does not become decertified.

D. The MBLC has approved the Library Long Range Plan. Mrs. Marcoux will schedule a meeting with the Board of Selectmen to present copies of the new plan and discuss results from the Library Survey.

E. The first deposit of State Aid money should be made soon and the second deposit is usually received in June. However, the first deposit is currently being held in the Town Fund, but as yet has not been given to the library.

F. The bids for the Library Plaza Project are due for sub bids on May 4, 2016 and for General Contractors on May 18, 2016. The LRP Committee will meet once the bids have been reviewed.

G. Ms. Marcoux, Mr. Guimond, and Mr. Coyle will be attending the Capitol Budget Meeting to address the “lead paint issue” on April 21, 2016.

H. Ms Marcoux informed the board of the following:

I. The WiFi access points have been replaced and there is much improvement in WiFi connectivity.

J. A patron of the library will be leaving \$1,000 from her estate to the library for lighting at the Route 139 entrance of the library. Ms. Marcoux will speak with Bob Gavin about this bequest as to the jurisdiction regarding streetlights.

K. A request by the AARP tax program to use the library for 8 weeks next year was made so that they could offer more convenient hours for the public.

L. The Marshfield Drug Task Force requested to host a "Hidden in Plain Sight" program.

A motion was made by Mr. Guimond to accept the Directors Report. The motion was seconded by Mr. O'Gara and was passed by the board.

3. VML VOLUNTEER POLICIES

Volunteer Policies with modifications was made by Mr. Guimond, seconded by Mr. Duncan and passed by the board.

4. Internet Acceptable Use Policy

A motion was made by Mr. Coyle and seconded by Mr. Duncan to accept the Internet Acceptable Use Policy as presented. The motion passed.

5. Town Meeting

The Community Preservation Committee will be presenting a \$5,000 request to research the contents of the VML Historical Meeting Room at the April Town Meeting.

6. Children's Room Renovation

Mr. Guimond was interviewed by the Boston Globe Newspaper about the Children's Room Renovation for an article in the paper. The renovation is part of the VML Long Range Plan.

A motion by Mr. Guimond to adjourn the meeting at 5:05pm and seconded by Mr. Duncan and passed.

The next meeting of the VML Board of Trustees will be May 18, 2016.

Respectfully Submitted,

Suzanne M. White, Trustee