

BOARD OF TRUSTEES

SANDWICH PUBLIC LIBRARY

MINUTES FOR JANUARY 10, 2012

Present: Chairperson Mark Wiklund, Vice Chairperson Marian Gurney, Alice Baker, Jennifer Tickell, Jann Czarnetzki, Jeanie Vander Pyl, Susan Smith and Library Director Joanne Lamothe

Absent: Joe Maruca and Paul Alvarenga

TOWN CLERK
TOWN OF SANDWICH

The meeting was called to order at 7:05 p.m.

FEB 02 2012

Director's Report

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RL

- FY13 budget still under review.
- Under the current capital plan, Joanne has put in an amount to rehab the existing restrooms on the main floor. The building inspector will be meeting with Joanne to go over some of the measurements regarding accessibility.
- The YTD FY12 income/expense accounts were reviewed.
- In order to continue providing Sunday hours for the remainder of FY12 but only after all designated Sunday fundraising monies have been expended, an invoice will be submitted to the town to cover the remaining unfunded Sunday hours. This money will be drawn from the library gift account held by the town.
- In order to cover the operating budget shortfall for FY12 but only after the designated shortfall fundraising monies (Second Century Club Fundraiser) have been expended, an invoice will be submitted to the town to cover the remaining FY12 operating shortfall. This money will be drawn from the library gift account held by the town.
- At the Chamber of Commerce's monthly Issues and Alliance meeting, there was a representative from the Massachusetts Cultural Council. Joanne attended this meeting. The topic of discussion was designating Main Street as a cultural district. Joanne has been asked to sit on a committee that would review the required steps needed in order for the town to achieve such designation.
- The First Church of Christ is seeking to build a new parking lot that would require a town variance to use a portion of the vernal pool land. At this time the trustees are taking no action to endorse this project or not.
- Community Preservation Project Update – On December 22, 2011, the building committee met to discuss costs related to the project. An asbestos test will be performed in the sealants of the windows. During January 2012 project costs will be finalized and sent out to bid and the contract should be awarded by February 25, 2012.
- Ethics testing is due. There is an online ethics test that all Trustees need to complete. Joanne will collect them and submit them to the town.

Friend's Report

- No new information to report because there was no meeting in December.

Century Club Fundraising Campaign

- To date \$5,500 has been collected.
- In an effort to achieve the library's goal of having 100 members at \$100 per member join the Second Century Club for FY12, Marian has prepared a press release which explains the purpose of the Second Century Club. This press release will be given out to the newspapers (the Broadsider and the Sandwich Enterprise). In addition, this release will be posted to the February Trustees' Chair Chat on the library's webpage.
- A motion was approved to spend \$50 to print some additional brochures.

Sunday Sponsorships

- The Forestdale, Oakridge and Wing School PTAs are going to fund \$500 each to sponsor a Sunday.

South Sandwich Village Library Project

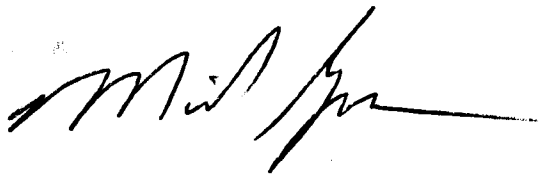
- No new updates reported.

Miscellaneous

- To date \$2,000 has been collected from the Weston Memorial Fund letter.
- Jeanie will be meeting with the staff on January 13th to discuss the extension of their staff agreements.

Meeting was adjourned at 8:50 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Melinda Aguiar', with a long horizontal flourish extending to the right.

Melinda Aguiar