

BOARD OF TRUSTEES (BOT)
SANDWICH PUBLIC LIBRARY (SPL)
MINUTES FOR APRIL 9, 2019

TOWN CLERK
TOWN OF SANDWICH
OCT 09 2019
S H G O M I A M
RECEIVED & RECORDED

Present: Chairman Mark Wiklund, Vice Chairman Joe Roche, Jeanie Vander Pyl, Christine Brown, Ted Scribner, William Fleming, Katie Miller, James Lehane, Bill Wagner and Library Director Joanne Lamothe

Guest: Tao Woolfe – Sandwich Enterprise

The meeting was called to order at 7:00 p.m.

Review and Approval of Minutes from March 12, 2019 meeting

- ChristineB motioned to accept the March 12th minutes – BillW seconded and all were in favor.

Correspondence/Statements/Announcements

- MarkW – received a note from a library patron praising Stu Parsons for hosting a wonderful children’s event (Pop Up Story Hour) at the library.

Director’s Report

- Flooring project – has been completed. Job well done by Atkinson Carpet and Flooring.
- Notices –
 1. The library will be receiving its 2nd state aid payment. Annual state aid distribution around \$23,000.
 2. Kathy Johnson will be retiring on 10/1/19.

Chairperson’s Report

- Thank you to trustee James Lehane for his time and service as a library trustee.
- Library Project –
 1. Workshops were held on 4/6 and 4/7...summarized material will be presented at a later date.
 2. Selectmen have voted to schedule a November town meeting at which time the center for active living and the library renovation project will be discussed. MarkW, JoanneL and Bud Dunham will meet to discuss this matter.



3. Thank you to and in appreciation of –

Bud Dunham and the town for placing the library project on an agenda for things that need to be done in town.

Selectman David Sampson who has consistently supported and stated that the library project will have its day in front of the town.

TedS, BillF and all of the library trustees for meeting and talking with others throughout the town about the library project.

4. MarkW will attend the next selectmen's meeting to thank them for committing to a November meeting.
 5. Goal (after meeting with Bud and a new select board is in place) – to meet with the Board of Selectmen to make a formal presentation in late May or early June.
- MarkW will meet with the Friend's marketing group to exchange information.

Old Business

- JoeR – Weston Fund – On 4/12/19, JoeR, MarkW, Weston Fund trustee Geoff Lenk and town treasurer Bill Jennings will meet to discuss the expenses that are now incurred by the trust as a result of a change to its classification from town oversight to operating under its own umbrella separate from the town. As a result, the fund now has to pay for expenses such as filing taxes and audit costs. In addition, there were start up costs for filing as a 501C3 of \$500. Would like to ask the town to reimburse the trust for these annual fund expenses so as not to eat into the trust's annual collections.

New Business

- JeanieV – annual library director's evaluation forms – due 5/1/19 – will be compiled and brought to Bud for recommendation for any salary increase.
- BillF –
 1. There is a potential town funding approach that would have no impact on the taxpayer.
 2. Recommends encouraging family and friends to go out and vote at town meeting
 3. Continue thinking about what kind of marketing approach will be needed and when to launch it.
- MarkW –
 1. Open trustee seat.
 2. Recommends Gail Ravetz be nominated for town volunteer of the year award.

Meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Melinda Aguiar