

Marlborough Public Library Board of Trustees
Meeting Minutes

December 6, 2016
Bigelow Auditorium, Marlborough Public Library

Meeting called to order by Rustin Kyle at 7:04pm

Board Members Present: Tom Abel, Karen Bento, Nena Bloomquist, Ray Hale, Raymond Johnson, Rustin Kyle, and Robyn Ripley

Also Present: Margaret Cardello, Library Director

Absent: William Brewin and Janice Merk

Proceedings:

1. **Minutes:** *A motion to approve the meeting minutes from the November 1st meeting was passed (Bloomquist/Bento).*
2. **Trust Fund Reports:** *A motion was passed to approve the Trust Fund Reports for November (Johnson/Bloomquist).*
3. **Director's Report:** (see attached for more details)
 - The Building Committee has been meeting with more frequency and now working with the architect on a design of the outside of the structure, with the interior design being completed. The first designs for the exterior were met with some criticism by the committee and subsequent design changes have seen much improvement. The mayor is moving forward with approvals needed to enter into purchase and sales agreements with area properties. Having signed P&Ss in a timely manner will allow the city to be reimbursed for up to \$800,000 by the library construction grant.
 - The local history collection will soon be moved to the new cabinets which will allow patrons a greater opportunity to browse the collection. The old cabinets cannot be stored with the city as there is no room. *A motion to allow Margaret, as Library Director, to list the old cabinets on the state's surplus equipment list at her discretion was approved (Hale/Ripley).*
 - Margaret presented the proposed 2017 calendar for the library's hours. Once approved it will be entered into the Evergreen library software and included in the events calendar. *A motion to approve the 2017 calendar as presented was passed (Ripley/Abel).*
 - Margaret has been looking at the Library's Mission Statement in anticipation of fundraising materials that will need to be created. Our current mission statement could be updated to put more emphasis on the community center aspect of the library. Further discussion was tabled until all trustees could be present.

- Our current Long Range Plan will expire in 2017 and the MLBC will require us to have another one on file for the years 2018-2021. Margaret will plan on starting this process in the spring as there will be plenty of time to work on it for the October 1, 2017 deadline.

4. **Committee Reports:**

- Foundation: The fundraising feasibility report is finished and concludes that Marlborough should be able to raise \$2 million dollars for the library building. The Foundation is considering hiring the firm that worked on the report to aid in keeping fundraising on target. The next Foundation meeting is set for December 20th.
- Friends: (see attached for more details) The Friends did receive a \$1000 donation from the Cummings Foundation.

5. **Old Business:**

- None

6. **New Business:**

- Scholarship question: The trustees decided to keep last year's question about a favorite, influential book.
- Next month we will need to hold officer elections as stated in our by-laws. Ray Johnson will head a nomination committee.

7. **Adjournment:** *A motion to adjourn passed at 8:02pm (Abel/Bloomquist).*

Minutes submitted by Secretary Robyn Ripley.