

**Marlborough Public Library Board of Trustees**  
Meeting Minutes

May 3, 2016  
Bigelow Auditorium, Marlborough Public Library

Meeting called to order by Rustin Kyle at 7:10pm

Board Members Present: Rustin Kyle, William Brewin, Ray Hale, Raymond Johnson, and Janice Merk

Also Present: Margaret Cardello, Library Director

Absent: Nena Bloomquist, Robin Ripley, Tom Abel

Proceedings:

1. **Minutes:** A motion to approve the meeting minutes from the April 5<sup>th</sup> meeting was passed (Johnson/Hale).
2. **Trust Fund Reports:** A motion was passed to approve the Trust Fund Reports for April (Hale/Johnson).
3. **Director's Report:** (see attached for more details)
  - Margaret Cardello and Tom Abel met with the mayor on April 26 to discuss the library's FY17 budget. The mayor is supporting the library's request to hire temporary help to staff the circulation desk, as well as the \$2,600 increase in CW MARS membership. However, he did not support the \$5,000 increase for materials, which is necessary to meet state requirements given our expected FY 17 budget. The library will use state aid funds to meet that requirement.
  - Margaret submitted four capital request forms to the city, including one for a new digital microfilm scanner. Replacing this device is critical to ensuring that the microfilm collection continues to be accessible to patrons.
  - The library leadership is considering moving the Teen Space to the Reference Area on the main floor. This would require installing doors on that area. The cost and feasibility of such a move is being researched.
  - Recent work on the facility included further repairs to the elevator, and installation of a new compressor.
4. **Committee Reports:**
  - Foundation: Regular monthly meetings are continuing, and a few new faces are showing up at each meeting. Several foundation members were polling other library about how their foundations operate, and how they approached fundraising for their capital projects.
  - Friends: (see attached for more details)

## 5. **Old Business:**

- Building Committee
  - The Building Committee is actively discussing site options . A May 5 briefing session at the library was planned for the architectural firms that responded to the RFQ for design services.
- Trustee Vacancy
  - There has been no recommendation from the Mayor's Office for the vacant seat.
- Trustee Scholarships
  - The scholarship winners were invited to come to the library prior to the start of the trustee meeting. The board was pleased to have the opportunity to meet and congratulate the students in person. Photographs of the winners were taken and will be sent to the local media.

## 6. **New Business:**

- Bill Brewin noted that the Marlborough Chamber of Commerce will hold its Board of Directors Meeting at the library on May 31 at 7:30am. The meeting will include a tour of the library, and an opportunity for Margaret to brief them on the need for a new library.

7. **Adjournment:** A motion to adjourn passed at 7:52pm (Johnson/Kyle).

Minutes submitted by Trustee Janice Merk.