

Marlborough Public Library Board of Trustees
Meeting Minutes

January 3, 2017
Bigelow Auditorium, Marlborough Public Library

Meeting called to order by Rustin Kyle at 7:09pm

Board Members Present: Tom Abel, Karen Bento, William Brewin, Ray Hale, Raymond Johnson, Rustin Kyle, Janice Merk, and Robyn Ripley

Also Present: Margaret Cardello, Library Director

Absent: Nena Bloomquist

Proceedings:

1. **Minutes:** *A motion to approve the meeting minutes from the December 6th meeting was passed (Merk/Brewin).*
2. **Trust Fund Reports:** *A motion was passed to approve the Trust Fund Reports for December (Brewin/Hale).*
3. **Director's Report:** (see attached for more details)
 - The grant application is due to the MBLC on January 26th at 4:00pm. Margaret is currently waiting on a lot of information from the architect's office to finish the application.
 - The Hazardous Materials report for the grant came back negative for asbestos in the building. John Ghiloni had understood there was asbestos in the building so the consultants returned for a second sampling. Once again, no asbestos was found. This is good news for a building project, as it will save money on demolition and renovations.
 - The library lift is out of order yet again. It will take time to have the parts specially made as they are no longer available on the market. This will cause a major delay in restoring service.
 - We continue to lose staff to better paying libraries and have another part-time clerk position to fill. Once the grant application is complete, Margaret will begin compiling salary data from comparable communities.
 - The Skinner appraisals of the John Rogers statues has come in. They are not particularly valuable and have no special connection to the library or to Marlborough. Margaret will work with the city to place them on the state-wide supplies list.

- The individual that brought the MCAD complaint against the library has indicated that he is willing to drop the complaint if he receives an apology and the no trespass order is lifted. Margaret reviewed with the trustees the many reasons she does not want to lift the no trespass order. She will keep the board apprised of future developments.
- The Building Committee has been meeting regularly and has approved a preliminary design concept which Margaret presented to the Trustees.
- *A motion to have Rustin Kyle sign the grant application to be submitted was approved (Brewin/Johnson).*

4. **Committee Reports:**

- Foundation: There are now 13 executive members of the foundation now. They are moving forward with contracting with FDA to set up fundraising activities.
- Friends: (see attached for a summary of December's events).

5. **Old Business:**

- 2016 Scholarships: transcripts are coming in for last year's winners and we will need to pay out their scholarship money.

6. **New Business:**

- Hotspot Policy: Margaret has developed a written policy for the borrowing of wi-fi "Hotspots" for the trustees to review. *A motion to approve the Hotspot Policy as written was passed (Hale/Bento).*
- Election of Officers: The Nominating Committee recommends:
 - Rustin Kyle, Chair
 - Ray Hale, Vice-Chair
 - Robyn Ripley, Secretary/Treasurer

A motion to accept the nomination committee's recommendations and vote those officers to serve another term was passed (Abel/Brewin).

7. **Adjournment:** *A motion to adjourn passed at 8:47pm (Abel/Bloomquist).*

Minutes submitted by Secretary Robyn Ripley.