

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

February 7, 2017  
Bigelow Auditorium, Marlborough Public Library

Meeting called to order by Rustin Kyle at 7:11pm

Board Members Present: Nena Bloomquist, William Brewin, Rustin Kyle, Janice Merk, and Robyn Ripley

Also Present: Margaret Cardello, Library Director

Absent: Tom Abel, Karen Bento, Ray Hale, and Ray Johnson

Proceedings:

1. **Minutes:** *A motion to approve the meeting minutes from the January 3<sup>rd</sup> meeting was passed (Merk/Bloomquist).*
  
2. **Trust Fund Reports:** *A motion was passed to approve the Trust Fund Reports for January (Bloomquist/Brewin).*
  
3. **Director's Report:** (see attached for more details)
  - The grant application has been sent to the MBLC on time. It took an incredible amount of work to complete the eight large binders worth of information.
  - The application is still considered "open" as it still needs two approvals from City Council. Although not needed by MBLC until June 17<sup>th</sup>, it would be helpful to have the preliminary schematics approved before then in order to use for fundraising, etc.
  - Margaret is already working on the library's budget. The city has asked for department budgets to be submitted by February 10<sup>th</sup> which is much earlier than in previous years.
  - There are still open staff positions and as of February 21, we will lose our Head of Technical Services. It remains difficult to hire and keep good staff as the pay scale is low in Marlborough, relative to other communities.
  - Margaret is still working on getting rid of surplus items (statues, etc.). There has been interest from a private party in purchasing one of the old card catalogs. For now the card catalogs will be kept on site as they could be repurposed and used again in the future.

#### 4. **Committee Reports:**

- Foundation:
  - The fundraising company (FDA) has been officially hired and already has office space in the Walker Building.
  - Marlborough Savings Bank has been approached to be a lead donor and perhaps donate seed money for the startup expenses of hiring part time support, etc.
  
- Friends: (see attached report for detailed information)

#### 5. **Old Business:**

- 2016 Scholarships: All scholarships have been paid out.

#### 6. **New Business:**

- None

#### 7. **Adjournment:** *A motion to adjourn passed at 7:58 (Ripley/Kyle).*

Minutes submitted by Secretary Robyn Ripley.