

Marlborough Public Library Board of Trustees
Meeting Minutes

April 6, 2017
Bigelow Auditorium, Marlborough Public Library

Meeting called to order by Rustin Kyle at 7:05pm

Board Members Present: Tom Abel, Nena Bloomquist, William Brewin, Ray Hale, Ray Johnson, Rustin Kyle, Janice Merk, and Robyn Ripley

Also Present: Margaret Cardello, Library Director

Absent: Karen Bento

Proceedings:

1. **Minutes:** *A motion to approve the meeting minutes from the March 7th meeting was passed (Johnson/Bloomquist).*

2. **Trust Fund Reports:** *A motion was passed to approve the Trust Fund Reports for March (Brewin/Merk).*

3. **Director's Report:** (see attached for more details)
 - Morgan Manzella has been hired as the new Assistant Director/Head of Reference. Her first day is Monday, April 3rd.
 - The two approvals needed for our grant application have been slated for City Council review on April 10th and will most likely be referred directly to committee. More details on the architect's presentation on design will be made available as they are known.
 - The lift/elevator is out of order once again after being in working order for only 3 days. Fines for not being ADA compliant can be quite stiff (as much as \$1,000 per day). However, we are actively attempting to fix the problem and providing accommodation wherever possible.
 - Margaret and Tom Abel met with the Mayor to go over the library's FY18 budget. The increase in the Assistant Director salary was not approved. We have yet to find out if more money for materials and for the CW/MARS membership will be approved.

4. **Committee Reports:**

- Foundation:
 - Having the City Council approval is critical to getting support from big donors. Hopefully, having the preliminary designs approved soon will make a big difference in fundraising efforts.
 - A professional brochure is needed for approaching large donors. A local graphic designer is offering services at a significant discount for the project. It would cost \$5,000 for design AND production of brochures. *A motion to approve a loan of \$5,000 from State Aid funds to the Foundation was passed (Johnson/Bloomquist).*

- Friends: (see attached report for detailed information)
 - The photography show is currently on and the new panels look great.

5. **Old Business:**

- Scholarships: The following students will each be awarded \$500 for their winning essay:
 - Heather Wing
 - Nathaniel Stemple
 - Danka Sotelo

6. **New Business:**

- Banners: There are hooks at the back entrance of the library to allow a banner to be hung and in the past, The Friends have advertised various programs by hanging a banner there. Shall we continue to allow banners to be displayed there? *A motion to allow the Friends and the Foundation to hang banners at the back entrance after seeking appropriate city permits and approval from the Library Director was passed (Bloomquist/Hale).*

7. **Adjournment:** *A motion to adjourn passed at 8:21 (Johnson/Abel).*

Minutes submitted by Secretary Robyn Ripley.