

Marlborough Public Library Board of Trustees
Meeting Minutes

December 12, 2017
Bigelow Auditorium, Marlborough Public Library

Meeting called to order by Rustin Kyle at 7:15pm

Board Members Present: Karen Bento, Nena Bloomquist, William Brewin, Ray Hale, Rustin Kyle, and Janice Merk

Also Present: Margaret Cardello, Library Director

Absent: Tom Abel, Robyn Ripley

Proceedings:

1. **Minutes:** *A motion to approve the meeting minutes from the November meeting was passed (Bloomquist/Hale).*

2. **Trust Fund Reports:** *A motion was passed to approve the Trust Fund Reports for November of 2017 (Hale/Brewin).*

3. **Director's Report:** (see attached for more details)
 - The library received a grant from the Brigham Family Trust in the amount of \$4500 for a new digital scanner to replace the outdated microfilm machine. A new PC and printer will be needed when the machine is installed. Margaret is meeting with Mark Gibbs to review the library's 2018 tech needs and will include this hardware in the list.
 - Margaret reported that the city's Finance Committee has approved the purchase of 29 Witherbee Street on a 5-0 vote. The request will be taken up by the City Council at the December 18 meeting.
 - Margaret has asked for a quote from the Minuteman Library Network as she considers the pros and cons of moving to MLN from CW MARS.
 - The MPL has been asked to host a Library Legislative Breakfast on January 26 from 8am – 9:30am. Libraries on the waiting list for state building grants are asked to host these events, which provide legislators and communities with updates on FY19 library funding priorities. Sen. Eldridge and Rep. Gregoire have already accepted an invitation to attend. About 30 – 50 people are expected to be present at the breakfast.
 - Margaret coordinated a reception on December 3 for Ray Johnson, a long-time MPL Trustee and President of the Friends of MPL. Approximately 200 people attended to celebrate Ray's many accomplishments and dedicated service to the

- library. The Trustees discussed how the board could best honor Ray's memory. Margaret is checking with the Friends to see what plans they may have and will report back at the next Trustees meeting.
- The staff is creating welcome bags which are presented to new library card recipients. There are three versions of the bags (for children, teens and adults) containing an assortment of age-appropriate information and fun items.
 - Margaret received a request from a Marlborough resident who would like to host a monthly bible study session entitled "Walk in the Way" at the library. The organization is non-profit and open to the public. About 7-10 people are expected to attend each month. The request is in line with the library's current policies, which do not limit access as long as the content is lawful and the meeting is open to the public and not disruptive to the operations of the library. These MPL policies were established in accordance with the recommendations of the American Library Association.

Committee Reports:

- Foundation:
 - Nena Bloomquist provided an update on the Foundation's fundraising activities. To date the Foundation has received nearly \$110,000 in total pledges. This has been accomplished without the benefit of any large corporate donations, which the Foundation is still working to secure. The fact that the library is still on a waiting list appears to be holding some donors back, so the Foundation has begun accepting "conditional" donations, which will be paid once the grant is awarded and the city council approves the project.
- Friends:
 - Margaret reported that with Ray's passing, the Friends did not submit a report this month. The group will resume reports in January as they work to reallocate Ray's many tasks to other members.

4. Old Business:

- There was no old business to discuss this month.

5. New Business:

- In accordance with the Board of Trustees' bylaws, nominations for officers were put forward for the next term. The board will vote on the officers at the January 2018 meeting. *A motion to approve the following nominees was passed.*
(Kyle/Bloomquist):
 - Chair: Ray Hale
 - Vice-Chair: Bill Brewin
 - Secretary: Janice Merk
- Ray Johnson has served as the library's representative on the board of the Brigham Family Trust for many years. With his death, a new representative

needed to be named. *A motion to have Bill Brewin replace Ray Johnson on the board was passed. (Hale/Merk)*

- Ray's passing also creates a vacancy on the Board of MPL Trustees. Members were asked to think about possible candidates for the position.

6. **Adjournment:** *A motion to adjourn passed at 8:15pm (Brewin/Bloomquist).*

Minutes submitted by Janice Merk.