

Town of Pembroke Board of Library Trustees
Meeting Minutes
May 18, 2017

I. Call to order

Board Chair Courtright called to order the regular meeting of the Board of Library Trustees at 6:46PM on May 18, 2017 at the Pembroke Public Library. The following persons were present: MaryBeth Courtright, Larissa Curley, Lyn Dionne, Hsiu-Ann Tom, Carol Watches, Deborah Wall. Absent: Taylor

II. Approval of Minutes – April regular Board meeting

Motion to accept April minutes by Curley. Watches seconded. Approved unanimously.

III. Old Business – Town Elections: Congratulations to newly elected and re-elected Trustees. **Election of New Officers:** Curley – Chair; Dionne – Vice Chair; Secretary – Tom. **Fiscal Year 2018 Budget** presented by Wall. FY 18 budget articles were withdrawn at Town Meeting. The numbers will look different since the budget has been restructured using the solar line. An alternative plan to help retain the current reference librarian part time is in the works with the help of Town Hall. **Mattakesett Garden Club Blue Star Memorial Plaque** – MGC presented photo of new plaque and requests permission from Trustees to install it on September 10th. Board discussion followed expressing concern regarding placement, public safety, respect for service members and ongoing maintenance. Board modified MOU to emphasize the MGC's responsibility for maintaining the plot and plaque. Board will revisit the issue at June meeting.

IV. Director's Report – presented by Wall. Discussion followed. History Room cleaning complete. Air ducts being checked as a precautionary measure. Ebook circulation down from previous month. Staff wearing nametags and public response positive. Motion to accept report by Courtright. Dionne seconded. Approved unanimously.

V. Youth Services Report – presented by Wall. Discussion followed. Girls Who Code program continues to progress well at full capacity with enthusiastic participation from students. Motion to accept by Courtright. Dionne seconded. Approved unanimously.

VI. Reference Librarian Report – presented by Wall. Discussion followed. Plans to add an additional afternoon movie matinee showing due to program popularity. Director will look into room darkening shades. Motion to accept report by Courtright. Watches seconded. Approved unanimously.

VII. Financial Updates – presented by Wall. The custodial line will run into deficit but will be handled by a line transfer in the end of June. The furniture money is here. The Friends paid for a loveseat. The Capital Fund paid for the bulk of the furniture and the remainder came from the general gift line. Library received \$530 in memory of Marjorie Smith. Motion to accept report by Dionne. Courtright seconded. Approved unanimously.

VIII. Maintenance – presented by Wall. Security cameras remain on the capital plan as a request. Prices for the lighting projects in the History and Kids rooms are being updated. Running power to the shed has been delayed.

IX. Foundation News – presented by Wall. It is hosting a wine and cookies event on June 16th at the Library and working on identifying a list of possible donors and workers for the event. Invitations with the new logo were distributed and the Foundation seeks more participation from the Trustees.

X. New Business – None

XI. XI. Adjournment

Next meeting of the Board of Library Trustees will be held on Thursday, June 8, 2017, at 6:30pm. Courtright motioned to adjourn the meeting at 7:41PM. Dionne seconded motion. Unanimously approved.

Minutes submitted by: Hsiu-Ann Tom, Secretary