

Northborough Free Library  
Board of Trustees  
Meeting Minutes, December 11, 2018

Present: Michelle Rehill (chair), Bobby Babcock, Mitch Cohen, Lara Helwig, Jim Hogan, Jocelyn McElhiney, Ralph Parente, Richard Tucker

Also Present: Chris Lindquist (Library Director), Deborah Hersh, Ellen Church, Jason Perreault, Bill Carlton, Gary Webster, Hamilton Soriano

Michelle Rehill called the meeting to order at 7:02pm. Opening remarks included the introduction of future trustee, Hamilton Soriano, and welcoming of Bill Carlton and Gary Webster from Carlton & Company.

The minutes of the November 13, 2018 minutes were reviewed. Jocelyn moved to accept the minutes as presented, Lara seconded. The minutes were approved unanimously, with 2 abstentions by trustees who were not at the November 13 meeting.

Michelle requested a motion regarding the proceedings for the remainder of the meeting. Mitch Cohen moved that the board hold off discussion of the library director's report, the fiscal report, and committee reports to allow time for Carlton & Company's Planning Study Report presentation, reserving discussion and questions regarding the director's report until the January 8, 2019 meeting. Jim Hogan seconded the motion. The motion passed unanimously.

Bill Carlton and Gary Webster of Carlton & Company presented the results of "A Special Study & Report: Capital Fundraising Potential." The presentation outlined the strengths and challenges of the campaign, and included 11 recommendations. Given the extensive detail included in the report, a decision was made to save discussion until the January meeting. This will give Trustees time to read the full report, generate questions, and be prepared for a thorough discussion.

Lara Helwig mentioned that the annual appeal was at 45% of the goal, reminded Trustees that there was still time to give, and to consider adding one or two extra zeroes at the end of the dollar donation amount!

The next Trustees meeting will be on January 8, 2019 at 7:00pm.

Michelle requested a motion to adjourn at 8:22pm. Lara made the motion, Jocelyn seconded, and the motion carried unanimously.

Respectfully submitted,

James Hogan, Secretary (as transcribed by Ms. Rehill for the injured Mr. Hogan)