

NORTHBOROUGH FREE LIBRARY

BOARD OF TRUSTEES

MEETING MINUTES, JANUARY 9, 2018

PRESENT: William Frankian, Lara Helwig, Mitch Cohen, Ralph Parente, Michelle Rehill (chair), Jocelyn McElhiney, Jack Sharp.

ALSO PRESENT: Chris Lindquist, Bonny Krantz, Deborah Hersh, Carol DeRienzo (Friends), Ellen Church (Friends), Ann Lisi (Greater Worcester Community Foundation), Kelly Stimson (GWCF)

Chair Michelle Rehill called the meeting to order at 7:00 PM.

She then turned the meeting over to Ann Lisi and Kelly Stimson of the Greater Worcester Community Foundation for their presentation. The GWCF is a public charity established to serve as a retainer for gifts and endowments. A nonprofit or other group can open an endowment or agency fund from which grants can be disbursed. The GWCF can also process gifts of stock and other forms of bequest.

Chair then asked that the approval of the previous of the Board meeting minutes of December 12, 2017 be delayed since secretary Jim Hogan is on vacation.

FINANCIAL REPORT

Chris reported that the budget remains on target with no outliers for November or December.

LIBRARY DIRECTOR'S REPORT (Chris Lindquist)

Personnel Update: The Library is pleased to welcome Carlina Coleman as the new Children's Library Assistant.

The Library has also hired a part time outreach coordinator for delivery of books and materials to the homebound. Rick Starzyk will begin his duties targeting the needs of clients in town. He is being paid through LSTA grant funds.

Building Update: The Community Preservation Committee grant to repair the Library roof has been revised upward by 10% to \$53,000 to include some contingency funding. There will be a meeting at 7pm on February 1st of the CPC.

The AC unit that was damaged by the DPW has been replaced and will be running soon.

Chris will be attending a training session on January 17 on disaster planning, and presenting the Library's risk assessment.

With the approval of the technology plan, Chris is reviewing options for a security system and DVR to connect to the town security network.

Patron Behavior Policy: there will be an update to the policy presented in February.

Committee Reports:

150th Anniversary Committee: Mitch Cohen, Chair.

No report, Meeting is January 16th.

Development Committee: Lara Helwig, Chair.

The annual Donor's appeal stands at ~\$16,000/\$20,000. There was discussion of a potential Case Statement for the appeal, and the function and restrictions of the fund trust that will be established. There will be a managed restriction of use cases for the fund.

Building and Grounds Committee: Lara Helwig, Chair.

There will be an initial space planning meeting on January 23rd at 7PM.

Chair, Michelle Rehill adjourned the meeting at 8:15 PM. The next Board Meeting is Tuesday, February 13th, at 7:00 PM.

Respectfully submitted,

William Frankian