

Thayer Public Library Board of Trustee Meeting

9/10/2018

7:10 Ann Tolland called the meeting to order.

Attendees: Terri Stano, Connie Collier, Ann Toland, Edith Weinberg, Pat Pilgrim, Annette McLaughlin, Jeff Kunz, Sunny Shaw, Laura Colpus

No treasurer report, no Personnel/Finance report, meeting minutes from July 2018 will be approve in October

Report from the Friends (Laura/Jeff):

- Hazardous Waste collection on Saturday, September 29th from 9 – 12
- Discussion related to finding a person or an organization to eventually take over managing the two Hazardous Waste collections from John Cobble. Terri thought this could be a good project for the Rotary. Laura noted that this is a significant fund raiser for the Friends netting approximately \$10,000 for both collections.
- Annual Friends Meeting is on October 25, 2018 at 10 am in Adult Reading Room
- The Friends will be funding renovations to two conference rooms
- Sunny mentioned how beautiful the Library ground looks. Besides the custodians the Friends and a group of gardeners have maintained the landscape. Laura said she will pass our thank you to the volunteers. Ann thought a nice thank you note from the trustees would be a good idea as well.

Children's Room Renovation:

- Ribbon cutting on Saturday, 9/15/2018 at 10 a.m. Major Joe Sullivan will be hosting the event along with staff and trustees. Cake and apple juice will be in the auditorium.
- Children's room will be open to patrons after the ribbon cutting.
- Temporary Children's room will be closed from Wednesday – Friday while staff is moving the books upstairs to the renovated Children's room.
- Trustees, Terri and Connie took a sneak peak of the renovated Children's Room. Everyone was thrilled with the vibrant creative colorful wall mural, floor covering, low shelving, furniture, table train, puppet theater and interactive discovery panels.
- Sunny mentioned that there is a lot of wall space in the library particularly going to the second level that could be utilized with perhaps thoughtful quotes.

Buildings/Grounds (Connie Collier):

- Computer Room Air Conditioner has been replaced
- Still having problems with one of the units which cools the street level
- DPW replace the fan but problem continues
- Varrasso Electric replaced lights on the Main Level and some plugs last week
- John Smith replace the remaining lights in the Children's room with LED bulbs
- Children's room near completion. Awaiting circulation desk and some furniture. Everything should be complete by Saturday, September 15th.

Director's Report (Terri Stano):

Personnel

- Norma's PLA position was filled internally by Cathy Tomczyk
- SLA position was filled by Kara Duffin
- JLA position was posted
- Connie will be retiring as of the end of September
- The Assistant Director position has been posted internally and two candidates have expressed interest.
- Connie's retirement celebration luncheon will be at 12:30 pm on 9/11/2018
- Connie will be returning with a 90 day contract working no more than 19 hours per week from October to December while Terri is recovering from her operation

Other Library Trends

- Terri mentioned that Quincy plans to relax their overdue book fee. Discussion about how this may become a growing trend followed. TPL's overdue book fee is approximately \$25,000 - \$35,000 each year and is used to support the Museum Passes.

Summer Reading

- The library had over 1000 children, adult, and teen summer reading participants from June through August

State Aid

- Connie is in the process of completing the MBLC compliance form

Aires Report (Connie Collier):

- Connie gave a summary of this year's Aires report and agreed to send a copy to Trustees
- Wi-Fi, eBooks, Programming up
- Magazines are down

- Circulation down by 6%

Capital Planning

- Discussion: Security Camera replacement and Computers

Meeting adjourned at 8:25 p.m. Next Trustee meeting will be on October 25, 2018.

Respectfully submitted by Pat Pilgrim on 9/11/2018