**Berlin MA Public Library**

**Minutes - Trustee’s Meeting**

**March 4, 2014**

Meeting Commenced: 10:20 AM

In attendance:

Mark Smith, Chair

 Judy Rothbard Tate, Recording Secretary

 Bob Clark (“Bob C.”), Auditor

Bob Hodge (“Bob H.”), Library Director

# Review March Minutes

# Voted to accept.

# II. Director’s Report and Discussion

* **Long Term Planning** - 2ND Meeting is tentatively scheduled for March 29th. Deb Hoadley at the MA Library System will facilitate this meeting.
* **Museum of Russian Icons in Clinton**- Three passes are now available thanks to the Friends of the Library. These were purchased in collaboration with the Boylston Public Library. Patrons can now call to reserve them.
* **Window Replacement** - Todd Matthew has given us a quote of $5,500 to replace the remaining upstairs windows. $2,500 remains in the current budget and the plan is to use it to replace the windows in both Bob and Karen’s offices.
* **Fin Comm Recommendations -** Fin Comm has recommended a yes vote on our three special articles to be presented at the Town Meeting:
1. $5 K for the Drop Box
2. $5K for a New Alarm System and
3. $4K for General Repairs.
* **General Repairs to the Library –** Bob has submitted a budget item for general repairs in next year’s budget. The downstairs door is currently operational and does not need immediate repair/replacement.
* **Money from the Safe –** will go to the Town’s General Fund
* **Rosemary Waltos, MBLC Library Building Consultant –** visited thelibrary and toured the building. She suggested that we consider working with Clinton to merge our libraries. The Trustees are not in agreement with that suggestion and don’t believe that the town would want to give up our own library. However, Bob H. is optimistic that she may be able to help us with our building issues.
* **Annual International Evergreen Conference** - Bob H. won a scholarship to attend this conference in Cambridge on March 21st.
* **Children’s Programs –** Continue to be very popular.

Voted to accept the Director’s Report.

###### III. Financial Report

* Reviewed spread sheets.
* Additional income is reflected in the Revolving Video line item and Additional Grants line item.

Voted to accept the Financial Report.

IV. Discussion

* The Newsletter will be delayed until the Long Range Planning Survey is ready as we want to include that in the mailing.
* Bob H’s additional work hours. Bob is currently budgeted to work 33 ½ hours per week but has been working approximately 6.5 hours more. Discussed increasing his hours along with having him submit for mileage reimbursement

**V. Old Business**

1. **Upcoming Adult Programs:**
2. March 19th Gregory Maichak presents “**The Art of Georgia O’Keeffe, How to Pastel Paint Flowers”** 16 people currently signed up, max is 22.
3. April 8th **Bill Rodgers** will speak about running and his new book. All local area track coaches have been notified and invited to bring students.
4. July “Drum Away the Blues” with Craig Harris a 4PM program for adults and kids.
5. **Possible Program**

 How to Make/and or Buy Guitars by Steven Beckwith (sp?) from Bolton

1. **Children’s Programs**

Pat Joubert continues to work on new programs

1. **Security System**

Bob H. needs to speak to Norrell (sp?) regarding new system and broken outside strobe light. Assuming budget item for new system passes, Bob will connect with Norrell with the Fire Chief to insure our system is up to date.

###### V. New Business/ Trustee’s Concerns

 Building issue – discussed:

1. Inviting Evy Dueck to a meeting to talk about what the previous trustees knew relative to building expansion.
2. Contacting Robert Stewart, the architect who designed the church.
3. Asking our state rep or senator to sponsor special legislation allowing us to expand.
4. The need to get definitive information regarding the water and septic issues.
5. Suggestion was made to contact Paul Milelk at the Berlin Board of Health to see if he has a contact at DEP.

**VI. Next Meeting:**

Scheduled for Tuesday, April 4th at 10:00 AM.

Meeting Adjourned 11:30 AM

Respectfully submitted,

*Judith Rothbard Tate*

Recording Secretary