

Ashby Library Board of Trustees
Meeting Minutes
Thursday April 26, 2012

Call to Order: 7:09 p.m.

Present: John Mickola, Michelle Thomas, Doug Leab, Anne Manney, Martha Morgan, Tiffany Call, Dwight Horan, Dave Jordan, Library Director Mary Murtland

Farewell to outgoing trustee, welcome to new trustees.

Outgoing: Mary O’Friel; Incoming: Tiffany Call

John asked secretary to send a thank you to outgoing member.

Welcome to Tiffany Call; two returning members: John M. and Michelle T.

Secretary’s Report: MOTION to accept minutes from March meeting, Seconded, U.A.¹

Treasurer’s Report/ Scholarship Committee:

Marston Fund moving over to Community Foundation of North Central MA is still in the courts. It is a will, so has to go through the court.

Checks to scholarship recipients went out.

Quarterly statement for trust – still not doing well, but very safe if low interest.

Bequest from Coates Fund, supposed to use the interest for non-fiction books only. Currently there is \$2,177 in the fund. Would not use the whole amount at once. At current interest rates, it would be approximately \$200/year.

MOTION to Accept Treasurer’s and Scholarship Report, Seconded, UA.

Library Director’s Report:

Circulation is going down again, not sure what to make of that. Summer reading program will bring it up again.

Vacation programs went well – Girl Scouts had sleepover.

Received 62 books purchased with the Libri Foundation grant. The Friends will highlight this during their sale on May 12.

CPR and defibrillator class was completed today. Pads in each of the defibrillators need to be replaced. \$45 apiece, and need two pairs. Ashby Elementary School and Town Hall need them as well. Town Hall can get them; AES may need to get them themselves. Battery lasts 4 years, and will need to be replaced next year. Fire Dept. does not check the batteries.

¹ U.A.: Unanimous Approval.

Mary contacted four fire alarm companies for two separate estimates: parking area and two doors, and another is parking area and two doors, and broad picture of children's area. By next meeting, she will have all the quotes and we can proceed.

Page position: Finance Committee is giving library \$2,100 for a position plus \$400 for books (required when budget goes up), not quite 6 hours. Makes it cheaper to cover vacation times instead of having two assistants. New page can work the circulation desk also, but will not deal with money or give out new cards. They will not have a key to the building.

There are still laptops available for the Teen Laptop program, and there are 5 seniors working for the tax workoff program. Those seniors are filing and cataloging now.

MOTION to accept Director's Report. Seconded, UA.

Election of Members:

Nominate John Mickola for Chair – unanimous
Michelle Thomas – Vice-Chair – unanimous
Martha Morgan – Secretary - unanimous
Doug Leab – Treasurer – unanimous

Annual Director's Evaluation

Michelle revised the evaluation form in 2011. Mary has more core functions than other Executive Library Directors. The review reflects that now. Michelle will send out a Survey Monkey for everyone to fill out.

Doug has an anonymous donor of boxwoods to plant at the base of the hill next to the building. Voted to allow the planting of the plants.

Next meeting May 24th (4th Thursday).

8:23 pm Adjourn

Submitted by

A handwritten signature in blue ink that reads "Martha A. Morgan". The signature is written in a cursive style with a long, sweeping underline.

Martha Morgan, Secretary