

BOARD OF LIBRARY TRUSTEES
MEETING OF AUGUST 13, 2019

A meeting of the Board of Library Trustees was held at Southworth Library on August 13, 2019. Mr. Bielusiak called the meeting to order at 5:01 p.m.

BOARD MEMBERS

Stanley Bielusiak, Chairman	William R. Chandler
Wendy Garf-Lipp, Vice Chairman	Ilene G. Levine
Suzanne E. McDonald, Recording Secretary	Joan Menard

STAFF

Lynne Antunes, Director of Libraries

Approval of Minutes

A motion to approve the minutes of June 11th, 2019 was made by Ms. Menard and seconded by Mr. Chandler. All were in favor, none opposed.

Financial Report for June/July 2019

No report was presented at this time. Ms. Antunes spent down the 2019 budget. Historically, very little spending occurs in the month of July.

Directors Report

Ms. Antunes presented her report for June/July 2019. Please see attached. Working on the ARIS (Annual Report of Information Systems) which is due August 16th and is a requirement by the MBLC in order for the library to be certified to receive State aid. It tracks circulation, days opened/closed, salaries and other minutia. The building repair/maintenance exceeded its budget by \$15,000.00. Posted the position of Professional Branch Librarian in house, and, who is also a certified passport application acceptance agent.

Report of the Friends of the Dartmouth Libraries

Renewed passes to the Museum of Science and the Whaling Museum.

Report of the Library Foundation

No meeting in June or July

Correspondence

An email was received regarding the offering of an open meeting law regional training workshop on Wednesday, September 25th at the Somerset Public Library.

Old Business

- Library Construction – the project is on track and on budget. The branch on Tucker Road will close at 5:00 p.m. on August 10th so that staff and volunteers can start packing up the collection.
- Fundraising/Naming Rights for new building/Dartmouth Library Foundation – Ms. McDonald spoke to Paul Benevides regarding the number of spines for submission and he stated fifty (50) at one time. A motion was made to change the Publisher level spine to one (1) line of characters and logo, OR, two (2) lines of characters only was made by Ms. McDonald and seconded by Ms. Levine. All were in favor, none opposed.

- Return of North Dartmouth Branch property back to Town – This was just a general informational discussion and the Trustees will wait until the new branch library is operational for more specific discussion and action.

New Business

- Alan Mercer – inquiries have been made by two members of his family about the possibility of naming something in/on the library in his honor as he sold the property the new branch is on to the Town, as well as being an active member of the community.
- Select Board Meeting regarding the Old ND Branch Library – This discussion might be on the August 19th agenda but not sure if the Trustees will be called to speak at that meeting.
- Cross Road Improvement Letter – Ms. Antunes sent a letter to David Hickox, Director of the DPW, in support of road improvements north on Cross Road from Route 6 to Faunce Corner Mall Road.
- Open Meeting Rules – A quorum cannot be reached by having someone on the telephone; people/members must be present to vote. Items can be discussed, or information can be shared in a meeting, but not voted on is acceptable. A vote by phone or electronically is okay, as long as a quorum is physically present in the meeting space.

Other Business

None

A motion to adjourn was made by Ms. Levine and seconded by Mr. Chandler at 6:06 p.m. All were in favor, none opposed.

Next meeting tentatively scheduled for Tuesday, September 10th, 2019 at 5:00 p.m.

Respectfully submitted,
Suzanne E. McDonald, Recording Secretary