

BOARD OF LIBRARY TRUSTEES
MEETING OF NOVEMBER 12, 2019

A scheduled meeting of the Board of Library Trustees was held at Southworth Library on November 12, 2019. Mr. Bielusiak called the meeting to order at 5:02 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

Ms. Garf-Lipp was unable to attend.

Approval of Minutes

A motion to approve the minutes of the October 8th 2019 meeting was made by Mr. Chandler and seconded by Ms. Levine. All were in favor, none opposed.

Financial Report for October 2019

A motion was made to approve the financial report for the month of October was made by Ms. Menard and seconded by Mr. Chandler. All were in favor, none opposed.

Director's Report

Ms. Antunes presented her Director's Report for the month of October 2019. Please see attached. Ms. Antunes noted the on-line expense line item typically expends its maximum in the early part of each fiscal year. The Community Room at the new building has been used three (3) times and everyone loves it. The Tucker Road collection moving day is scheduled for November 13th. Staff computers are in the new building and are being set up by SAILS. There could potentially be a soft opening on December 2nd providing the computer system allows patron to check out books and return them.

Report of the Friends of the Dartmouth Libraries

- The Friends turned over the \$25,000.00 check for their previously announced donation.
- The Fall Book Sale raised \$5,400.00.
- Passes – Mailings indicated that passes for the Buttonwood Zoo and the Providence Children's Museum were due for renewal which conflicts with FODL records and both will be contacted. The pass for the JFK Museum will be renewed for \$50.00.
- Library Programs – funding was approved for Patron Select (\$1,000.00), Hospitality Fund (\$500.00) and December Children's Program (\$50.00).
- The Winter Arts Film program is being scheduled and the November 14th Stephen Collins lecture is cancelled due to a health issue.

Report of the Library Foundation

No meeting in October

Correspondence

None

2019 NOV 10 5:11 PM
DARTMOUTH LIBRARY
REC'D

Old Business

- Alan Mercer – Mr. Bielusiak went to Town Hall looking for any additional information other than the property (10.5 acres) was sold to the Town for \$240,000.00 in 2002 and the land value at that time was \$196,100.00. Mr. Bielusiak and Ms. Menard offered to meet with Mrs. Mercer to look at her paperwork regarding this matter.
- Library Construction – the project is still on track and on budget. Corrective work on the gas line/generator issue was started and now waiting on Eversource. Still discussing fencing.
- Fundraising/Naming Rights for new building/Dartmouth Library Foundation – Ms. Antunes has received approximated thirty (30) applications for the book spines.
- Return of North Dartmouth Branch property back to Town – Mr. Bielusiak will talk to the Town Administrator to see if there is any precise wording needed to formally turn over the Tucker Road building, and does Town Meeting need to approve the article to accept.
- Collection – Books and supplies are scheduled to be moved on November 13th. Three (3) paintings have been mounted in the new building. The Tucker Road building has been winterized – gas heat and water off – although Mr. Chandler believes there should be a minimum heating temperature of 55 degrees.
- New Branch Opening – A soft opening could be done on December 2nd with the provision that patrons are able to check out and return books.

New Business

- Staffing at the new branch – Ms. Antunes met with Shawn MacInnes and HR regarding the branch librarian position. There is an in house person who is interested/wants the position. Ms. Antunes could take her current position and split it into nineteen (19) hours part-time reference person and nineteen (19) hours part-time desk person.
- New branch hours – Will be starting with conservative hours and the new building will be open the same hours as the Tucker Road building was open. Ms. Antunes hopes to add Friday 9:00 – 5:00 depending on staffing.

Other Business

The staff holiday party is in the process of being scheduled.

A motion to adjourn was made by Mr. Chandler and seconded by Ms. Menard at 6:03 p.m. All were in favor, none opposed.

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

Respectfully submitted,
Suzanne E. McDonald, Recording Secretary