Bancroft Memorial Library

Board of Library Trustees

Minutes June 7,2021

Present: Nancy Verdolino, Chair, Christine Seaver, Frederick G. Oldfield III, Secretary.

Guests: Diana Schindler, Town Administrator, Monica Phillips.

Meeting called to order at 4:02 p.m.

Minutes from the May 17, 2021 meeting were reviewed. Motion made and accepted  by Christine Seaver.  Vote made minutes accepted.

No public forum.

Discussion of the Little Free Library (Lending Library).  Monica Phillips(Girl Scout Troop) presented this to the Board.  They would like to install this on the library property. Questions: Do we need permission to put this on the library property? Possibly put near the sidewalk to the side entrance. They will paint it to match the library.  They will take care of it for the long term.  Take a book, leave a book.

We will need an agreement with the Troop.

The goal and objective of the Troop is to promote reading.  They have had their meetings at the library for many years. Motion made and seconded to move forward with this once we have the approvals (from Building Commissioner) and license agreement. All were in favor.

Diana Schindler will contact the Building Commissioner and will draft an agreement for the Board.

Robyn York, former Director of the Library, sent an email on June 1, 2021 with course setting suggestions.   Budget: Diana Schindler informed us that no last minute deductions were done. We will not need a waiver for MAR.

It was recommended that the Board of Trustees check the Town’s financial budget report on a quarterly basis.  The Board sees the budget at the monthly meeting that the Director shares.  It is the Allocated Summary that we should look at quarterly and Diana said it would be shared with us.

Mary Bulso, project manager for the roof repairs, can check and make sure work, any damage, etc. has been taken care of. We need confirmation that there is no additional work or damage to be addressed due to the recent leaks in the roof while it was being repaired.

$266,868 including the grant for the roof project.  $253, 432 new contract amount with change order.

It was recommended that we put forward any Capital Planning projects we have upcoming.  There may be CPA money available next fiscal year.  We will put forth $100,000 for general building and $25,000 for the Statue of Hope.

We need to let the Board of Selectmen and Finance Committee know to add this amount for Capital Planning. Diana said she would do that for us.

Discussion on long term planning with the Town. Money will be coming from COVID money.

Discussion about making the Board of Library Trustees 5 members instead of 3.  Long term plan.

Discussion regarding the July 4th weekend.  We will close the Library on Saturday, July 3 due to lack of patron use, for the holiday weekend.  Staff will make up the hours either July 1 or 2. Motion made, seconded and voted to approve this.

Motion made to approve the job description from 2014 for the Library Director position.Diana will add to the posting.

Friends of the Library update:

Fairy Walk will have a house made and donated by the Friends.  It will also be book collection day on June 12, 2021.

Storage room cleaned by Wendy Sullivan and Elaine Kraimer.

No books in the shed.

Friends mailing going out with the tax bills.

Table at Day in the Park.

Presentations/Programs will be back up and running in the Fall.

Looking at dates for Fall book sale, bake sale, and raffles.

They are booking programs for the Spring of 2022.

Next meeting June 28, 2021 at 2:00 p.m.

Meeting adjourned at 6:12 p.m.

Respectfully submitted,

Frederick G.Oldfield III, Secretary