**Bancroft Memorial Library**

**Board of Trustees Meeting**

September 16, 2019

The meeting was called to order at 6:57 p.m. Present were Trustees Katherine Wright, Nancy Verdolino and (Chairman) Frederick G. Oldfield III, and Director Robyn York.

**MINUTES:**

The minutes from the June 10, 2019 meeting were reviewed and accepted.

**DIRECTOR’S REPORT:**

* The Director handed out the current financial report. The budget reflects that the spending is on target. A question was raised about the fact that 80% of the Professional & Technical line item appears to have been spent already. The Director will investigate to see if there is a posting error.
* The Director reviewed upcoming projects.
	+ Statue of Hope repair will need to be delayed until early spring, and this work will need to be completed before a recirculating pump can be installed, as is planned to honor our late former Director Elaine Malloy. Bob Erbetta of Nutshell– Marblehead Structures, Inc. will coordinate with Dennis DiGigando for the fall covering of the Statue of Hope, and Louise Freedman, President and Principal Conservator at L.H. Freedman Studios Architectural and Sculpture Conservation, would like to be present at that event. Ms. Freedman has informed the Director that work on the statue requires following the recommendations of the Massachusetts Historical Restrictions.
	+ The takeover of administration/curation of Dan Malloy’s website Hope 1842.com will be delayed until the town counsel investigates legal protections for all parties, but the Library will begin to pay the yearly hosting fee soon.
	+ Fall programs and the Children’s Room story hours are starting again. The annual reading program “Check It Out” will commence October 1st.
	+ The Director will work with Sue Braver and Steve Sette regarding the building updates. An historical architect will be secured to assist with writing the RFQ proposal to be sent out for an architectural firm to create bid specifications and advise on construction. These repair/restoration plans include the front door and a door in the Trustees’ Room.
	+ The Strategic Plan survey has been launched and the Director will complete and submit the Strategic Plan to the MBLC by October 1. Also due October 1 is the State Aid & Financial Report. Action Plans are not due until December.
* Among the new business on the Director’s Report are: patron Chris Alley would like to run a Makerspace program (he will run it, be CORI’d by the town Administrator, and the Library will support it); repairs are required for the elevator, which are expected to cost approximately $400; a fine regarding the elevator will be contested; Fire Chief Daigle has said the Fire Alarm inspection does not need to be performed until FY’21; the thermostat will be replaced by Energy Efficiency Services, Inc.; the copier lease is up and a new Toshiba has been leased for 36 months; and several upgrades are planned to the technology system.

**OLD BUSINESS:**

* Dialog continues concerning the transfer of Dan Malloy’s website hopedale1842.com to the Library’s ownership.

The Board went into Executive Session at 8:21 p.m. to discuss personnel issues. End of Executive Session at 9:21 p.m.

The next regular monthly Trustees’ meeting is set for Monday, October 21, 2019 at 6:45 p.m.

The meeting adjourned at 9:22 p.m.

Respectfully submitted,

Katherine M. Wright, Secretary I swore never to be silent whenever and wherever human beings endure suffering and humiliation. We must always take sides. Neutrality helps the oppressor, never the victim. Silence encourages the tormentor, never the tormented. - *Elie* *Wiesel*