**Bancroft Memorial Library Board of Trustees Meeting April 11, 2018**

The meeting was called to order at 7:05 p.m. Present were Trustees Katherine Wright and (Chairman) Frederick G. Oldfield III, and Director Ann Fields.

MINUTES: The minutes from the March meeting were read and accepted with one change.

PUBLIC FORUM: No members of the general public were present at the meeting.

DIRECTOR’S REPORT: The Director handed out the current financial report. The majority of the Budget remains on target for the fiscal year with the exception of Repairs and Maintenance: the cost of the Town’s cleaning contract has doubled and some electrical work needed to be done (light at back door burned out and melted, a light burned out over the desk, Wendy’s office light and a light in the stacks ($1,900) all needed repairing, the boys bathroom fan went, and the doorbell was fixed). The exterminator bill for getting rid of the squirrel in the ceiling was $800 and the gas bill increased $500 over last year. The landscaping budget will be short but cutting back on mulch and lawn treatment this year should help. The Director reported that a grant from the Museum of Science had been received, and the Planetarium program will again be offered during the Summer Reading Program. The Director reported that the Library Page Ryan’s last day will be April 12th, and that she has received two applications for the available position. She also noted that the Children’s Librarian, Elaine Kraimer, will be on vacation for the next two weeks.

OLD BUSINESS: Ms. Verdolino has written a letter to Beverly Carver, head of the Friends of Historic Hopedale, about a $2,000 donation, with a complete explanation that we need donations to defray the cost of the Hope Plaza tent/cover. The Director and Trustees signed the letter and it will be sent off. The discussion of the policy on “Program Room Use: Extended Library Hours” was postponed until next meeting.

The Director reported that the Chief of Police, Mark Giovanella, met with the staff to train them on the “ALICE” (Alert, Look, Hide or Run) program of “de-escalation” (how to handle an armed intruder or unruly patron during open hours).

She also reported that the expected cost of replacing the 10 year old wireless modems through C/W MARS turns out to be much higher than anticipated. She will contact C/W MARS about clarifying some of the charges (rewiring, etc.).

NEW BUSINESS: The Director reported that as part of the ALICE training, it was recommended that new “panic buttons” and cameras be installed. She obtained several quotations from local security companies; the costs varied widely, but so did the level of security. The Trustees chose an option which they believe will offer a great deal of security and is in line with the size of our library and community. Upon motion duly made by Mr. Oldfield and seconded by Ms. Wright, the Trustees unanimously voted to approve expenditure of funds from the State Aid Account for purchase and installation of a security system from J & S Security.

The Director also recommended that a Social Media Policy be enacted, and has found a fabulous one in the Whitinsville Library on which to base ours. She will share it at the next meeting.

The next regular monthly Trustees’ meeting is set for Monday, May 14, 2018 at 6:45 p.m.

The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Katherine M. Wright, Secretary Never believe that a few caring people can't change the world.

For, indeed, that's all who ever have. - Margaret Mead

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