

Draft of Minutes of Board of Trustees Meeting of September 19, 2019

Salem, Massachusetts

September 19, 2019

A meeting of the Board of Trustees was held this date at 4:02pm at the Library with Trustees Merry, Morin, Rourke, Salerno, and Yale present and presiding. Trustee Buckley and Mayor Driscoll were absent. Miss Mansfield was present.

Mr. John Butterworth was invited to speak during public comments. Mr. Butterworth proposed a plaque honoring Salem native and late author Gardner Dozois. Discussion followed about how to honor other notable Salem authors, and a plaque honoring multiple authors who had made significant impacts in their fields was proposed by the Trustees. The criteria for inclusion and placement were discussed. Further deliberation will take place at the next meeting.

Approval of draft minutes from June 13, 2019 and July 25, 2019 UNANIMOUS

Discussion of the AmazonSmile donation resumed. Trustee Morin will look into the details and it was decided the donations should go toward the restoration of the fountain once an account was established.

Current Library Use and Financial reports were distributed. Miss Mansfield reported that circulation of physical items was fourth highest in NOBLE during June and August and fifth highest in July. Overdrive circulation was third highest in June and August and fourth highest in July. Miss Mansfield noted that there was an uptick in foot traffic during July and August compared to the previous year, most likely due to the contractors working on the HVAC project.

Miss Mansfield reported that Miss Little had donated \$10,000 to the Bertram Kimball Grounds Beautification fund. The Trustees expressed their appreciation for Miss Little's generosity. Discussion of a spending policy followed, to be continued at the November meeting.

Dr. Salerno announced his resignation from the Board effective 9/20/19. The Trustees thanked him for his dedication and service and will plan a celebration.

Miss Mansfield distributed a letter from BLW Engineers and two HVAC Change Orders for the replacement of a hot water valve and green bathroom radiator totaling \$2,974. Discussion of the oversight of the project and planning followed. The Board expressed disappointment at the apparent lack of thoroughness of BLW Engineers and the project manager. The Board asked Miss Mansfield to type a letter to Mr. Lutrzykowski and cc the Mayor.

A motion was made by Dr. Salerno to fund both Change Orders in the amount of \$2,974 using State Aid money. The motion was seconded by Peter Merry. UNANIMOUS

Miss Mansfield reported that the Salem Lit Fest was to be held this weekend, with the Children's events being held at the Library. Miss Mansfield noted that the budget for the advertised lunch

was minimal and asked if the Trustees would be willing to provide funding. The Trustees agreed to fund the lunch on this special occasion.

Trustees Morin and Rourke gave a report on the Friends of the Fountain. Trustee Morin reported he was assisting with the Facebook page. It was decided that setting up a separate checking account for the fountain project was advisable. Trustees Yale and Morin will work on setting up the new account over the next few days.

Meeting adjourned at 5:25pm.