

Bancroft Library Trustees
Minutes from the October 4, 2016 Meeting

Present: Kim Erbe, Sandy McClellan, Kay Crank, Ed Hutchins, Linda Lewis. Susan Getty, Interim Library Director, was also present. Members of the public present: Vickie Maxwell, Peg Culver, Patricia Kitz, Janet Donoghue, Edward A. Donoghue, Wendy Hunter, Linda Marlo, John Hickland, Linda Giumarra, Margery Robertiello and John Clark.

President, Sandy McClellan, called the meeting to order at 12:30PM.

Motion to approve the Minutes from the September 6, 2016 meeting and the September 15, 2016 meeting (with revisions) was made by Ed Hutchins and seconded by Linda Lewis. Motion passed unanimously.

CORRESPONDENCE:

Emails/Correspondence from John Hickland, Karen Hickland and Linda Giumarra.

Chris Preble's resignation letter was received and read. Ed Hutchins made a motion to accept the Chris' resignation with "great regret". Ed further stated that her passion for the library was greatly appreciated and she will be missed. Linda Lewis seconded the motion. Motion passed unanimously. Discussion then commenced regarding whether or not the Town Board had reappointed Chris to another five-year term. Kim Erbe stated that the Town Board never re-appointed Chris. Further discussion regarding appointment process concluded with the acknowledgment that the appointment procedure is covered by the Library's By-Laws.

Ed Hutchins brought up a discrepancy in the letter from John Hickland dated September 14th, 2016 where in Mr. Hickland stated that the library has no budget. Ed Hutchins wanted to clarify and correct this statement by making the Board and the public aware of the fact that they had a meeting with Kathy Chambers, treasurer, and she has stated that the library has a budget and has always had a budget.

LIBRARY REPORT:

Please see attached.

PUBLIC COMMENT

The following members of the public made comments:

John Hickland, Linda Marlo, Wendy Hunter and Pat Kitz.

COMMITTEE REPORTS:

125th Anniversary Committee Report

Committee stated that they were looking to have the celebration the Saturday after Thanksgiving (November 26th).

Director's Search

Linda Lewis stated that she was trying to get a meeting together but had been having a difficult time finding a date that worked. Linda wanted it stated in the minutes that the search committee will make every possible effort to make sure that all search committee meeting dates and times are posted on the library's website as soon as those meetings are scheduled.

Linda Lewis made a motion that the search committee consist of herself, Kay Crank and Sara Dallas along with one staff member and two community members. Alternates would also be appointed for the staff and community members. Sandy McClellan seconded the motion. Motion passed unanimously. First meeting would be Tuesday October 11, 2016 at 6:30PM.

Ed Hutchins thought Jeremy Espinosa would be a great member of the staff. Kim Erbe stated that another staff member, Rachael Armstrong, had expressed interest and wondered whether Jeremy had expressed interest. Ed confirmed that he [Jeremy] had said he wanted to be on the committee. Ed Hutchins then made a motion to have Jeremy appointed as the staff member on the search committee. Linda Lewis seconded. Motion passed 4 to 1 (Kim Erbe voted for Rachael Armstrong). Motion was then made by Linda Lewis to make Rachael Armstrong the alternate and said motion was seconded by Sandy McClellan. Motion passed unanimously.

The board then turned to members of the community to fill the two slots on the committee. Kim Erbe made a motion for John Hickland and Pat Kitz, with Margery Robetiello as alternate, and said nomination was seconded by Ed Hutchins. Motion passed unanimously.

Next Kay Crank wanted the Board and public to know that she was acting on her own when she placed the help wanted ad in the Eagle.

With regards to advertising for the open director's position, Kim Erbe made a motion to allow for up to \$100 for advertising purposes and Ed Hutchins seconded the motion. Motion passed unanimously.

OLD BUSINESS/UNFINISHED BUSINESS:

1. Kim Erbe made a motion to recommend Rebecca Brown to the Town Board for appointment to the Library Board of Trustees to take the place of Steve Davis' unexpired term. Kay Crank seconded the motion. Motion passed unanimously.

MEETING ADJOURNED – 2:10 PM by motion made by Kim Erbe and seconded by Linda Lewis.

NEXT MEETING – Friday November 4th, 2016 at 2:00PM.

Respectfully submitted by:

Kim Erbe, Secretary

The full audio version of this meeting is available upon request.



Kim Erbe <kerbe2570@gmail.com>

Library patron to Board of Trustees

Linda <lgiumarra@aol.com>
To: kerbe2570@gmail.com

Mon, Oct 3, 2016 at 7:18 PM

Dear Trustees,

I have been a Salem library patron for the last 12 years . Before that I was a Cambridge library patron for 18 years. I was a elementary teacher for 31 years and now enjoy visiting the library whenever I want! For years our Salem library has been a wonderful place to visit --- Until this summer! This summer I walked in and all was changed. There was confusion, upset workers and a lack of new books! I thought- change is hard, be patient. But alas no improvement!

Until you had Susan volunteer to take back over! I do not know why she was not offered the position of library director. I do know she is capable of running the library and providing service to the Salem community. I am happy to have someone who knows how to keep the Library running smoothly. I am again enjoying the library, despite the lack of new books due to lack of funding. I am hopeful that the Trustees think of the needs/wants of our small community.

Please consider the needs of our community. Please appreciate the skills and work ethic of our local people!! Keep our library a people friendly place. Big changes are not always needed to keep a library an important asset to a community.

Sincerely,
Linda Giumarra

Sent from my iPad

"Whatever you are, be a good one." Abraham Lincoln

Library Director's Report

Prepared by Interim Director Susan Getty
October 4, 2016

Monthly statistics: Please see attached statistical summary for the month of September.

Financial/Donations:

- Tentative budget—same as last year, provided by Rebecca Brown and Kathy Chambers. See attached document, and questions from Kathy.
- Have received information on a \$5000 grant through Carrie Woerner's office. See attached information regarding what this entails.
- Received a donation of \$100 in memory of Eugene Sherman, and a \$412 donation from The Phantom Laboratory. Kathy Chambers has all of this information. Thank you notes will be written.
- I will be asking Friends of the Library for a donation to help cover purchase of books and DVDs. Their next meeting is on October 13 @ 6:30 pm.

Absolute charter: working on this with Kim Erbe.

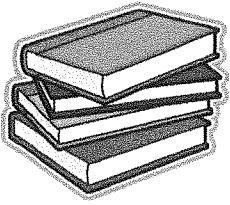
Issues we're confronting:

- Cannot access Survey Monkey account, which is a paid account (Gold plan)
- Lack of program and various other statistics for the past several months, but I've been working on filling them in as best I can. We'll need these for our annual report.
- Potential for large number of incorrectly withdrawn items. Still trying to assess this.
- Public computers: library was invoiced in July, but the bill was never paid. Friends have now paid for two of the three, as was previously agreed. The library needs to pay for the third. Kathy Chambers has all of this information. These computers will be installed by SALS on Thursday, Oct. 6th. (Public computers will be down for much of the day as a result.)

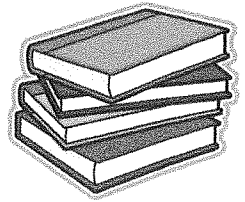
Staffing: Staff hours have been reduced to their former levels, as was discussed at the last regular library board meeting. This was outlined in an email sent to all board members on September 20, 2016. At this point, I have volunteer help on both Monday and Friday afternoons.

Programs (see attached flyer):

- Bedtime Story Hour has resumed—every other Tuesday evening
- Guinea Pig Story Time—October 7 and 14 @ 3pm
- Irish Story Time—every other Thursday at 3 pm beginning Oct. 6 and ending on Nov. 17
- Poetry Workshops (grades 5 - adult)—October 18 @ 6 pm and November 15 @ 6 pm
- Halloween party, coordinating this with the Courthouse
- Holiday Story and Ornament—Mondays at 3 pm starting on Nov. 28 and ending on Dec. 19



What's Happening at the Bancroft Library?



→ **Bedtime Story Hour***

- ◆ It's Back! A different theme each story hour, with stories, crafts, movement, rhymes, and songs. Ideal for pre-k - 2nd grade.

- ◆ At **6:30pm** every other Tuesday

10/11 11/8 12/6

10/25 11/22 12/20

→ **Guinea Pig Story Hour***

- ◆ A Story Hour to learn more about these awesome pets! Stories, meet the Pigs, and a simple craft. Ideal for pre-k -4th grade.

- ◆ At **3pm** Friday, 10/7 and Friday, 10/14

→ **Irish Story Time***

- ◆ An exciting performance of Irish stories, presented by Colleen Maloney. Ideal for K-6 students.

- ◆ At **3pm** every other Thursday, 10/6, 10/20, 11/3, and 11/17

→ **Poetry Workshops**

- ◆ **Blackout Poetry:** a fusion of art and poetry. Create your own!
5th grade - adult. Tuesday, 10/18 at **6pm**

- ◆ **Magnetic Poetry:** make your own set to take home!
5th grade - adult. Tuesday, 11/15 at **6pm**

→ **Holiday Story and Ornament***

- ◆ Join us for a holiday story, after school snack, and make an ornament to take home! Ideal for pre-k and older.

- ◆ Mondays at 3pm on 11/28, 12/5, 12/12, and 12/19

All programs are free, thanks to the generosity of the
Friends of Bancroft Library

*Children aged 7 and under must be accompanied by an adult at all library programs. Thank you!