

## Draft of Minutes of Board of Trustees Meeting of April 25, 2019

Salem, Massachusetts

April 25, 2019

A meeting of the Board of Trustees was held this date at 4:00pm at the Library with Trustees Merry, Morin, Salerno, Schild, and Trustee Yale present and presiding. Mayor Driscoll and Trustee Buckley were absent. Miss Mansfield was present.

A motion was made by Trustee Schild to appoint Kerry Rourke to fill Board vacancy in July, seconded by Dr. Salerno. VOTE – UNANIMOUS

Approval of draft minutes from February 14, 2019 UNANIMOUS

Current Library Use and Financial reports were distributed. Miss Mansfield reported that circulation of physical items was third highest in NOBLE during February and March. Overdrive circulation was second highest in February and March. Miss Mansfield noted that attendance numbers increased in February and March compared to the previous years. Discussion of saving paper by distributing the information electronically followed.

Miss Mansfield reported that the HVAC project was on schedule. The demolition of the cooling units and air handlers had been completed, and the new equipment had been ordered with an estimated arrival of 8-10 weeks. Miss Mansfield noted that the attic would need to be cleaned out in order for the new equipment to be assembled and installed.

Miss Mansfield reported that the Carpet Replacement project was scheduled for May 3<sup>rd</sup>. Discussion of closing early on Friday, May 3<sup>rd</sup> and remaining closed through the weekend followed.

Miss Mansfield distributed a quote from TM Turfscapes for the replacement of the warped planking on the Children's courtyard with astroturf. Discussion of funding sources followed. A motion was made by Trustee Merry to move forward with the proposal using private funds. Motion was seconded by Trustee Schild. VOTE - UNANIMOUS

Miss Mansfield reported that the Bertram Kimball Beautification Fund had received a donation to pay for the annual spring landscaping and a special project of replacing the plantings along the walkway. The Trustees expressed their gratitude.

Miss Mansfield reported that the estate of Charlotte Friedberg had given a gift in the amount of \$5,000. The Trustees expressed their gratitude.

Miss Mansfield reported that NOBLE was considering autorenewal as an option for patrons. Checked out materials would automatically renew on the due date. Discussion of the impact of this option on fine revenue followed.

Miss Mansfield reported that the Library had been approached by Christmas in Salem to possibly be a tour stop. Discussion of the responsibilities and costs followed, and the decision was made to not participate.

Miss Mansfield noted that the Salem Public Library's 130<sup>th</sup> birthday was coming up on July 8, 2019. Discussion and plans for a celebration followed.

Meeting adjourned at 5:25pm.