



Lunenburg Public Library

Lunenburg Public Library Board of Trustees Minutes Thursday February 21, 2019 Sudolnik Conference Room Lunenburg Public Library

Attending: Dick Mailloux, Maia Wentrup, Bob Conroy, Lars Widstrand, Kate McCarron, Martha Moore, Muir Haman

The meeting was called to order at 6:45 PM by Chairperson Dick Mailloux.

Public Comment - none

Approval of minutes:

January 17, 2018 minutes – Following a minor amendment by Maia, Lars made a motion to accept, seconded by Maia, and unanimously approved.

February 7, 2018 special meeting minutes – Kate made a motion to accept, seconded by Lars, unanimously approved.

February 14, 2018 special meeting minutes – Dick made a motion to accept, seconded by Kate, unanimously approved.

Town Manager – The board will invite the TM, Heather Lemieux, to attend a meeting at her convenience.

Director's Report – see attached

FY 2019 Budget – Martha explained a change in state funding calculations which will have a negative impact on LPL, decreasing the Municipal Appropriation Requirement by \$12,000.

FY 2020 Budget status – There will be no addition of a benefited position as requested. Two extra hours were approved of for a union employee to help with work load. Martha is streamlining job descriptions for versatility and cross training.

Trust Fund Update – NA

Staff- There are two positions to be filled: a replacement for Muir in Adult Services as he transitions to library director, and one for a library assistant to replace Deborah Shields, who has resigned.

Technology – NA

Programs – Successful vacation week highlighted by Spy Camp, Dungeons & Dragons, and increasing popularity for board games by all ages. ALFA has been partnering with a Sherlock Holmes program. Twenty-five people attended movie night.

Building & Maintenance – NA

THES Program Update – Due to uncertain funding, there are currently no plans to continue the 5th grade class visits.

Capital Planning Update – NA

Young Adult Area Report – see attached

Children’s Area Report –see attached

Trust Fund Expenditure Guidance/Process – Ongoing discussion regarding expending some funds as well as the possibility of moving or rolling over funds.

Choosing New Director Update –Dick expressed our appreciation for the contributions made to the process by staff members Heather and Nicole as well as the Friends Rep., Anne Gilman. Dick read aloud Martha’s formal letter of notification to retire. Maia made a motion to accept her resignation, seconded by Bob and unanimously approved. The board is confident that the transition will be smooth since the library and staff are in great shape!

Friends of LPL Update – NA

Agenda Items for upcoming meetings – All of the agenda items that were not covered tonight, a closer examination of the pros and cons of changing the director’s evaluation date, an opportunity to go over the updated Trustee Guide and a tour of the building.

Board Comments –Donna and Dick are both eager to remain on the board and, as of right now, will be running uncontested.

Town Caucus—Monday March 11, 7 P.M., THES

Town Meeting— Saturday May 4

Town Election— Saturday May 18 – Since the trustees meet on May 16th prior to the election, re-organization of officers should take place during the June meeting.

Other - There will be an open house on March 30th to bid farewell to Martha. Jeanne Raboin will be hosting a “Friends” party for Martha in her home in April.

Public Comment – none

A motion to adjourn was made by Lars at 7:51 PM, seconded by Maia and unanimously approved.

Respectfully submitted,
Kate McCarron, Trustee
for Harry Kubetz, Secretary & Vice Chair

Referenced documents:

Director’s Report Jan. 2019

Children Area Report for Jan/Feb 2019

YA Report for Jan/Feb 2019

Jan. 17 2019 Minutes

Feb. 7 2019 Special Meeting Minutes

Feb. 14 2019 Special Meeting Minutes

Library Materials report for FinComm

FY 2020 Budget Rationale\

Budget 2020 Presentation

FY 2020 Library Budget Worksheet