

Joseph Plumb Memorial Library – Rochester

Minutes for Meeting of the Board of Trustees

Meeting: November 8, 2014 8:30am

Attendance: Phoebe Butler - Chair
Dennis Desrosiers
Jennifer Kulak Absent
Mary Levenson - Treasurer
Rhonda Reints - Secretary
Win Sharples – Vice Chair

Gail Roberts Director

Meeting came to order at: 8:34 a.m.

Next meeting tentatively scheduled for December 13th @ 8:30 a.m.

MINUTES

Minutes for October approved. Rhonda made a motion to approve; Win seconded; approved.

DIRECTOR'S REPORT

Gail presented the Director's Report and the numbers were reviewed (see report for detail)

Financials: The logistics of the MOBY program purchasing was explained.

The Balance and expendable amounts for Town column needs to be adjusted. Gail will fix.

BUILDING

Building Committee should meet with Andrew prior to meeting with new Town Manager, Mike, so everyone will be on the same page for what needs to be completed.

Andrew has fixed/ replaced all lights inside and outside. He has been “on the guy” about the railing being brought up to code.

Gail will invite Mike and Andrew to December board meeting to discuss library issues that need completion with Trustees. Library Building Committee will look into if all paperwork (drawings, plans) is done. Cost estimate for elevator may expire (again) before work is completed.

Water was found in the basement during the last rain storm. It was determined that the Dehumidifier was leaking towards the chimney.

OLD BUSINESS:

The MOBY program is a great success! The three Library directors (Marion, Mattapoissett, and Rochester) presented the Grant collaboration process at the Small Library's Forum.

Upcoming MOBY programs have been outlined for the next few months.

Web site: Gail will meet with Karen on Friday to discuss completing the site. Volunteers are still needed to help transfer information to the new site.

NEW BUSINESS:

A committee is needed to look into the Library's five year plan.

Each member of the board was asked to write down 3 goals for the library to achieve in the next 5 years. Bring your suggestions to the December meeting.

Junior Friends have been busy helping the Church with their Shoebox project. They also helped out at the Halloween Fair and have decided to use their funds to aid an injured cat that needs surgery.

Vote on Gail's evaluation: Outstanding performance over the past year.

Mary made a motion to accept, Win seconds, all approved.

Next month Gail will do Library Staff's evaluations. Input from the Trustees would be accepted.

Holiday hours: November – Closed 11th for Veteran's day, close at 2:00 on the 26th for carpet cleaning, Closed 27-28th Thanksgiving. December – Open 10-2 on 24th and 31st. Closed 25th and January 1st.

Motion made by Dennis, Mary Seconded. All approved.

Food for Fines: Human or Animal food will be accepted for Damien's Pantry in Wareham. Motion made by Rhonda, Dennis seconded, All approved.

OTHER:

The Friends are looking for entertainment to help with the Holiday Open House (Santa, music, etc.)

Wareham has become the only decertified library in the state. It will only be open 3 days a week.

Freetown, Assonett, BCC, Mass Maritime and Swansea will continue to circulate to Wareham. Rochester will not.

Patron must pay property taxes in Rochester to have access to our Library.

ADJOURNEMENT:

Meeting was adjourned at: 9:27a.m. Motion for adjournment made by Mary, Dennis seconded; All approved.

Respectfully submitted,
Rhonda Reints - Secretary