

MINUTES

Attleboro Public Library
Board of Trustees

2/14/2018 6:02 PM | *Meeting called to order by Charlie Oliver*

In Attendance

Trustees: Vic Bonneville, John Carty, Cathleen DeSimone, Charlie Oliver, Mahesh Patel, Eileen Struminski

Staff: Joan Pilkington-Smyth

Approval of Minutes

Meeting minutes from January 10, 2018 amended to reflect checking account balance of \$16,688.00 as of December 31, 2017. Approved as amended.

Business Required by Law:

Joan reported that Trustees are required to complete the state's online conflict of interest questionnaire and to submit to the City Clerk a signed receipt for Open Meetings Law materials.

Treasurer's Report

Checking account balance as of Jan. 31, 2018 was \$15,534.00. Funds in the amount of \$5870 were received from the Milford Bliss trust fund. Warrant #8 for \$2635.00 reviewed and approved. Gifts and donations totaling \$185.00 accepted. John reported that there has been no decision from the City Auditor as to whether APL must continue to get an annual audit or switch to a (less expansive and expensive) review.

Committee Reports:

Nominating committee will meet at 5:45pm on March 14th to prepare a slate of board officers for 2018-2019. Charlie said that he and Eileen had met with Attleboro's HR director, Owen Bebeau about the new library director posting and hiring process. Applications are being accepted by the city until the posting closes on Feb. 28th. Charlie, Eileen, and Mr. Bebeau will review screen all applications received and will select candidates for initial interviews. Charlie proposed that initial interviews involve only Mr. Bebeau and three trustees. Thereafter, all trustees may participate in the second round of interviews. The candidate interview process will be led by Mr. Bebeau.

Director's Report

Written report submitted and reviewed. Joan also reported that there will be a meeting of the Capital Improvements committee on March 17th and that she and Mahesh participated in a forensic study meeting of the building. Because the cost of the phase surveys submitted by the architectural engineering company were higher than expected, the City is asking for renegotiation of the contract with a different bidder. Joan also reported that some libraries are discontinuing the practice of charging late fees. APL has approximately 20 patrons with fines of more than \$200. APL has offered to forgo these fees if materials are returned. Patrons with a record of late returns

may have their borrowing privileges limited. Joan also reported that APL sent approximately 75 letters to kids with overdue fines in an attempt to entice the kids to come back to APL (with limited borrowing privileges). In the future, similar letters may go out to young adult patrons with fines.

Unfinished Business:

None.

New Business:

Joan suggested putting together a history of APL and asked for Vic's assistance. Joan also showed the Board a new directory sign designed by staff member that will be posted next to the elevator.

Next Meeting

Meeting adjourned. Next meeting March 10, 2018.