

# MINUTES

Attleboro Public Library  
Board of Trustees

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3/14/2018 6:00 PM | *Meeting called to order by Charlie Oliver*

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## In Attendance

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Trustees: Linda Binns, Vic Bonneville, Cathleen DeSimone, Diane Mangiaratti, Charlie Oliver, Mahesh Patel, Eileen Struminski

Staff: Joan Pilkington-Smyth, Carol Waite

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## Approval of Minutes

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Meeting minutes from Feb. 14, 2018 reviewed and approved.

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## Business Required by Law:

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Charlie reported that APL will be receiving \$25,842.00 as a first installment of state aid. The total state aid received will be \$51,683.97, which is less than last year due to a reduction in library hours. Joan reported that she will be inputting the APL budget for submission to the Mayor and budget director who will meet with Joan sometime in April or May. The budget will be on the City Council agenda after this meeting. The budget will be slightly less due to a reduction in the director's salary.

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## Treasurer's Report

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Charlie reported that the checking account balance as of Feb. 28, 2018 was \$14,000.00. Warrant #9 for \$1646.92 reviewed and approved. Gifts and donations totaling \$58.38 accepted.

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## Committee Reports:

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Nominating committee proposed a slate of officers as follows: President Charlie Oliver, Vice-President Eileen Struminski, Treasure John Carty, and Secretary Cathleen DeSimone. Slate approved as proposed.

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## Director's Report

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Written report submitted and reviewed. Joan also reported that as people's attitudes about public spaces and safety change, the Board may want to consider how these issues impact APL. Joan said APL staff has received security training and is aware of security issues in the building. Joan said a staff member with a license to carry a gun inquired about carrying a gun while working in the library. This issue is being reviewed by the Mayor and other city officials. Joan reported that the Mayor agreed to pay for a new (replacement) external security camera near the entrance doors. The system being considered has the capacity for 8 cameras in case the Board wants to consider adding other cameras to the system in the future, but this issue may create privacy issues. Joan reported that some staff desks are being relocated for security reasons and that the Mayor is considering an app for city employees that lets them directly contact the city police and fire departments in case of an emergency at work.

Joan and the staff asked to revise APL patron type cards to coincide with the Council on Aging definition of the age of 60 as a senior citizen. Senior citizen card holders do not pay late fees. The Trustees agreed with this change. The city council capital improvements committee will be visiting the library on Saturday (Mar. 17). Board members are invited to join the tour. Joan also reported that roof leaks continue to be a growing problem.

The Garden Club requested permission to hold their annual sale at APL on May 5<sup>th</sup>. Moved and approved.

Joan requested permission to spend \$350-\$400 for a small safe in the business office. Moved and approved.

Joan requested \$150 to register for an upcoming forum on long range library planning (for the new director). Moved and approved.

Joan reported that the Friends of APL are seeking a grant for the creation of a commons area on the second floor. This will include café-style table and chairs for patrons. As part of this project the Friends will be donating \$1000 to purchase a café table and chairs. A motion was made that the Board match this donation by purchasing a second table and chairs at a cost of \$1000. Motion approved. Grant funding will be sought for remaining expenses (of appr. \$5000).

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#### Unfinished Business:

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Charlie reports that he is still working on a trust fund report for the Board and expects to complete it soon.

Vic researched the library's name and reported that the correct name is Attleboro Public Library, not Attleboro Free Public Library as it is sometimes called.

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#### New Business:

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Re: the next APL director: Charlie reported that 14 resumes were forwarded from Owen Bebeau for review by the Board. Mr. Bebeau conducted the initial screening of all resumes received. Charlie, Linda, Diane, and Eileen will meet to review the 14 resumes and to determine which applicants will be chosen for interviews before the Board. The Mayor has the authority to make the final hiring decision and will be present at the interviews.

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#### Next Meeting

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Meeting adjourned. Next meeting April 11, 2018.