



**Minutes of the Meeting  
The Flint Public Library  
Board of Trustees  
Tuesday, July 10, 2018**

The meeting of the Flint Public Library Board of Trustees was held on Tuesday, July 10, 2018 in the Trustees' Room of the Flint Public Library, One South Main Street, Middleton, MA.

**Members Present:** Melissa Stankus, Donna Bambury, and Shirley Raynard

**Others Present:** Melissa Gaspar, Library Director; Annie Wilton, Liaison, Friends of the Flint; and Paula Fee, Recording Secretary.

**A. Call to Order:** Ms. Stankus called the meeting to order at 7:06 PM.

**B. Signing of Bills:** The bills were signed by the Trustees present and were returned to Ms. Gaspar for processing.

**C. Approval of Minutes:** *Ms. Raynard made a motion to accept the minutes from June 11, 2018 with changes. Ms. Bambury seconded the motion and all were in favor.*

**D. Friends of the Flint** (Ms. Wilton, Liaison)

1. Ms. Wilton was very pleased to tell the Trustees that the balance of the Friends Campaign Fund was \$10,095 which has exceeded the annual goal. She said that the Campaign Fund was tracking ahead of last year. Most new donations are a result of sending out the postcard reminders.
2. Chief Will's Day was held on Saturday, June 23. It was cold and rainy but the decision was made to hold the event as it would have been very difficult to reschedule. Ms. Gaspar and Ms. Wilton manned the table for the first few hours and Ms. Fee and Ms. Hannigan covered the second half. There were a lot of people around the table due to the face painting and the balloon man but it was determined that many of the families that were present were from out of town.

3. Ms. Wilton said that she had several ideas for future town activities. She told the Trustees that she would like to get a table cloth with a skirt and have a video loop of the Library being played for people to watch as they wait near the table.
4. The next meeting of the Friends will be in September.

**E. Trustees' Report**

1. Ms. Stankus distributed copies of the meeting schedule for the upcoming year.

**F. Treasurer's Report**

1. There was no Treasurer's Report.

**G. Director's Report**

1. Ms. Gaspar distributed the Circulation Report. She stated the end of fiscal year numbers exceed last year by 682. (FY18 - 66,762 v. FY17 - 66,080). Ms. Gaspar also noted that, on the whole, other libraries in the consortium were seeing declining figures. Although there were 34 fewer people coming into the library this year, there was more access on line. There was also an increase in programs and program attendance as shown below.

	<u>FY18</u>	<u>FY17</u>	
Adult	247/3146	186/3106	
Juvenile	240/8909	212/5708	
Youth	22/126	29/497	
<b>Total</b>	<b>509/12181</b>	<b>427/9311</b>	<b>+82/2,770</b>

2. Ms. Gaspar handed out the Budget Report and went over the FY18 final figures. She said that she gave \$2,443.74 back to the town. She pointed out that figure would have been much lower as she expected to pay Mr. Earp about \$1,000 and she had set aside \$700 for panic buttons. Neither of these jobs were completed before the end of the fiscal year as expected so the amount returned was higher than the expected \$744.

Ms. Gaspar has purchased 4 computers, and next year she will have \$5,000 from the Book line to purchase more computers. MVLC has researched computers, will send out specs and can get an excellent rate. Ms. Gaspar believes that she will be able to get four more computers in FY19. Ms. Gaspar also noted that she was able to spend down almost all of the salary budget.

3. Ms. Gaspar gave the Trustees a breakdown of the June programs. They are: Adult - 30/277; Juvenile - 17/871; Youth - 3/6 and Meetings - 50/1154.

4. Ms. Gaspar gave an update on the building. She said that bathrooms had been cleaned and the rusted areas repainted. After a brief discussion it was decided to put in new soap pumps. Bottled soap will be used until the work is completed.

There was a discussion on the rugs at the main entrance with a decision to move the inner rug outside and replace the inner rug with a new one with the Library logo.

In addition, at the main entrance a corner stone on the right side has started to pull away due to ice this past winter. The building inspector will look at it and make recommendations. He will also inspect some loose bricks on two fireplaces and an area in the attic damaged because of a bird nesting.

5. With the theme Library's Rock, the Flint kicked off the summer reading program with a Prom. 192 people attended, many of whom dressed up. There was a DJ and a disco ball.

6. The library held a Teddy Bear Picnic on July 10 @ 11am. There was a very large crowd filling the area at the back of the library and everyone had a good time.

7. Ms. Gaspar told the Trustees that she will be meeting with Hannah Wilkins, a direct descendant of Bray Wilkins, the earliest settler of Middleton. They will meet at the library and then Melissa will drive them to the Bray Wilkins House on Mill Street Extension. Hannah's grandparents and Ms. Raynard will also be at the meeting. Hannah is from Texas and has come to Middleton specifically to find out about her ancestors.

Ms. Gaspar has contacted Middleton Magazine who will be sending a reporter and photographer. It was suggested that Pike Messenger also be included in the meeting.

8. Kathleen McNally, an artist, was contacted to do a 12x24 painting of the library. She sent Ms. Gaspar a drawing that was a rough example. She shared the drawing with the Trustees and told them that the original painting, the copyright, a digital photo and a Giclee would cost \$2,200. In addition, there will be the cost of framing. Ms. Stankus said she would be able to get a frame on line.

Ms. McNally said she would have the painting completed by the early October. This allows for an unveiling at the 10th Anniversary of the library expansion, a possible raffle of a Giclee and sale of note cards.

There was a discussion about hanging the painting in the Trustee's Room over the fireplace but nothing was finalized.

***Ms. Bambury made a motion to pay one half of the total cost of the artwork with funding coming from State Aid. Ms. Raynard seconded the motion and all were in favor.***

Ms. Wilton stated that she would take a vote of the Friends to determine if they would cover half of the total cost.

**H. Next Meeting:** The next meeting of the Trustees will be on Monday, September 10, 2018 at 7:00 PM in the Trustees Room of the Flint Public Library

**I. Adjournment:** With no further business, Ms. Stankus adjourned the meeting at 8:57PM.

Respectfully Submitted,  
Paula Fee, Recording Secretary