



**Minutes of the Meeting
The Flint Public Library
Board of Trustees
Monday, January 14, 2019**

The meeting of the Flint Public Library Board of Trustees was held on Monday, January 14, 2019 in the Trustees' Room of the Flint Public Library, One South Main Street, Middleton MA.

Members Present: Melissa Stankus, Chairperson; Donna Bambury; Anne Noyes; Gretchen Moreschi; and Shirley Raynard.

Others Present: Melissa Gaspar, Library Director; Annie Wilton, Friends of the Flint; and Starcia Melara, Recording Secretary.

A. Call to Order: Ms. Stankus called the meeting to order at 7:04 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. Stankus made a motion to accept the minutes from December 10, 2018 as corrected. Ms. Noyes seconded the motion, and all were in favor.*

D. Friends of the Flint: (Annie Wilton, Liaison)

1. The Friends did not meet in January so Ms. Wilton did not have completed figures for the 2018 Annual Campaign. However, she was pleased to announce that at this point the Friends had raised approximately \$20,000. \$10,880 had been received by mid-December from donations. In addition, the Friends were presented a \$4,800 grant from the Institute for Savings to be used for the Teen Tech Area, a \$3,000 gift from the Curvey Family specifically for children's programming, and a \$1,000 grant from Cummings Properties; Ms. Wilton believes increases in donations are due to the relationships that Ms. Gaspar has developed which has resulted in new donors and donors giving more. Ms. Gaspar asked to share the glory with the trustees and staff. Final figures will be given at the next meeting.

2. The 2019 Annual Campaign form went out with the census. Ms. Wilton stated that 70 membership donations have already been received. She stated there were new donors and that one

donor gave \$300. Ms. Noyes asked if people were more aware of how their donations would be used. Ms. Wilton explained how the wording in the Membership Form letter clearly showed how donations were used and what the library was able to accomplish with donors' generous support.

3. The annual thank you gift for people who donate \$50 or more will be a canvas book bag with the new library portrait on it. This gift costs a bit more than gifts in the past, but it is a great way to promote the library and display the lovely portrait of the library.
4. After a brief discussion, Trustees approved a \$25 gift card for all staff for Valentine's Day as part of Love Your Library Month.

E. Trustees' Report:

1. Ms. Stankus led discussions on three library policies including:
 - a. Library Bill of Rights Policy: The motion on the Policy was accepted.
 - b. Freedom to View Policy: Ms. Bambury questioned the meaning behind this policy. Ms. Moreschi noted that a comma should be inserted after therefore. Ms. Gaspar said she would make the correction. The motion on the Policy was accepted.
 - c. Freedom to Read Statement Policy: After a brief discussion, the motion on the Policy was accepted.
2. Ms. Stankus is up for re-election this year and has made the decision to run for office. She also asked if everyone had received a letter from Ilene Twiss.

F. Treasurer's Report:

1. Ms. Noyes stated she now has online access to the North Shore Bank account. She will soon have business login information.
2. There is slightly less money in the checking account because some was spent on nonfiction books.
3. Figures of all accounts can be found on the January 2019 treasurer's report. The report shows an increase of \$965.15 due to interest.
4. Ms. Noyes reminded Trustees of the \$500 scholarship for Masconomet.

G. Director's Report:

1. Presentation of Circulation and Budget Reports: There have been 5,957 more items circulated than last year. Juvenile books usage was way up and Trustees believe '1000 books before kindergarten' is helped in increasing that statistic. Ms. Gaspar was asked what the Miscellaneous section in the report included. She stated that would be the E-readers, book bags (red, inexpensive book bags to use if patrons have a lot of books to carry. It can be checked out and brought back), book kits, etc. Overall the programs are doing well.
2. Building update: Melissa is still waiting on light repairs. The lights need new ballasts and she is waiting for Lance to replace them. The library is also waiting for new panic buttons to be installed. The company lost one of the two business partners and this has set them back. Melissa received a quote for resetting the cornerstone. (right hand side of main entrance) The quote was \$3,500.
3. Library Budget and staff benefits: Ms. Gaspar is scheduled to meet with the Finance Committee on Wednesday, January 23, 2019 at 7pm to go over library and supplemental budgets. The library is the first on the agenda. Melissa will send supporting budget information to Trustees. This is the

first time in her 8 years here, Ms. Gaspar is asking for raise for the staff. Ms. Gaspar stated that the staff are enthusiastic, well-educated and do a lot of the programming themselves which saves the library money.

4. Our Christmas cards from anonymous authors: Melissa passed around some adorable, heart-felt, thank you cards made by children that were dropped off at the library. The Trustees suggested displaying them as they are wonderful.

5. Hula frog website contest: There is an online contest to vote for your best local library. Please go to <https://hulafrog.com/most-loved-awards> and vote for us!

H. **Next Meeting**: The next meeting of the Trustees will be on Monday, February 11, 2019 at 7pm in the Trustees Room of the Flint Public Library.

I. **Adjournment**: With no other business, Ms. Stankus made a motion to adjourn the meeting at 9:11pm. Ms. Noyes seconded the motion, and all were in favor.

Respectfully Submitted,

Starcia Melara, Recording Secretary

Submission:
Flint Public Library Accounts – January 2019
Circulation FY2019
Programs
Budget Items