



**Minutes of the Meeting  
The Flint Public Library  
Board of Trustees  
Monday, June 10, 2019**

The meeting of the Flint Public Library Board of Trustees was held on Monday, June 10, 2019 in the Trustees' Room of the Flint Public Library, One South Main Street, Middleton, MA.

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

**Others Present:** Melissa Gaspar, Library Director; and Paula Fee, Recording Secretary.

**A. Call to Order:** Ms. Stankus called the meeting to order at 7:05 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 May 13, 2019. Ms. Noyes seconded the motion and all were in favor.*

**D. Friends of the Flint** (Ms. Gaspar for Ms. Wilton)

1. The Friends were pleased to have the opportunity to publicly thank The Institution for Savings. The bank's grant paid for the computers in the Teen Tech Zone. The Friends also had photos for the paper and sent some to the bank so they could use as needed.
2. Ms. Gaspar stated that the Tri-Town has been consolidated with the Ipswich and Hamilton-Wenham newspapers.
3. The Friends voted to pay for two literary gift baskets that will be raffled off to participants of the Adult Summer Reading Program. Raffle tickets will be given for each book that is read and for voting for the best book on the list. A random drawing will be used to select the winners of the baskets. Ms. Gaspar stated that the appropriated funds could actually cover three baskets.

4. The Food Pantry collection will start once school is out for the summer. Ms. Stankus requested that the Boy Scouts participate in this program as part of their community service.
5. The Friends will not be meeting in June, July and August.

#### **E. Trustees' Report**

1. Ms. Stankus stated that it was necessary to reorganize the board because tonight is the first meeting since the election. She asked if the Trustees wanted to maintain the present slate. After a brief discussion, ***Ms. Bambury made a motion to maintain all the current officers. Ms. Raynard seconded the motion and the vote was 3-1 with Ms. Noyes voting in the negative.***
2. Ms. Stankus said it was also necessary to review the Bylaws of the Flint Public Library Board of Trustees. Ms. Stankus tabled the vote until the July meeting, because the Trustees did not have the opportunity to review the Bylaws (Policy #4 ).
3. Ms. Stankus stated that she would bring the meeting schedule for the upcoming year to the next meeting. Trustees can review and vote on it at that meeting. Trustees were reminded that the meeting will be on a Tuesday because the Library is closed on Monday during the summer.

#### **F. Treasurer's Report**

Ms. Noyes handed out the Treasurer's Report and introduced Mr. Tom D'Arcangelo. Mr. D'Arcangelo was attending the meeting to assist the Trustees in looking at their fiscal accounts.

After looking at the different accounts, ***Ms. Noyes made a motion to close the James Balanced Golden Rainbow Fund. Ms. Raynard seconded the motion and all were in favor.***

There was a lengthy discussion about the accounts, and what could be done. He suggested that the Trustees 1. Needed to know what they wanted to accomplish; 2. The Trustees had to be in total agreement on the process and steps that they will take; 3. Once they make a decision there should be a performance review every 90 days on the accounts.

Mr. D'Arcangelo suggested that for now the funds be put into short term CDs.

There were no final decisions so to continue the process, ***a motion was made by Ms. Raynard to allow Ms. Noyes to have open negotiations with Mr. D'Arcangelo about possible ideas as to how the Trustees might invest the \$5,000 in the James Balances Golden Rainbow Fund and up to \$65,000 in the Trustee checking account. Possible considerations would be CDs and other investments. Ms. Bambury seconded the motion and all were in favor.***

#### **G. Director's Report**

1. Ms. Gaspar distributed the Circulation Report. She stated that the Library was very active with programs and attendees. Total Circulation numbers are +12,012 over last year's figures. In addition, total circulation was 72,905, the highest amount Ms. Gaspar could recall. All circulation figures were up over last year except museum passes. There is a need to get available software to give patrons easier access to get the museum passes.

Ms. Gaspar was particularly pleased with the overall increase in programs and program attendees compared to last year - 771/15,623 vs. 509/12,181.

2. Ms. Gaspar gave the Trustees a breakdown of the 86 programs with 1,402 attendees

during May. There was a discussion on the wonderful Korean Cultural Program.

3. Ms. Gaspar handed out the Budget Report and she stated the budget was within limits even with a number of repairs. She stated she would present the final budget at the next meeting.

4. Ms. Gaspar gave an update on the building. She said that there were some repairs and now the Panic Buttons were going to be installed. She stated there was not enough funds in the budget to cover the cost. The Trustees believed they had already approved State Aid to cover the cost of the Panic Buttons but just in case, ***Ms. Bambury made a motion that the cost of the Panic Buttons would be covered with State Funds. Ms. Raynard seconded the motion and all were in favor.***

5. Ms. Gaspar said that in the Fall the library would be having two movies. The first was a documentary on Mr. Rogers and the second will be Tom Hanks as Mr. Rogers.

6. The book, Radical Kindness, was purchased for all principals. The book was suggested by Ms. Gaspar. The theme is kindness to ourselves, to others and to the world at large.

6. Ms. Gaspar said the Community Read will be in September and October and will have the theme 'Growing the Good'.

7. Ms. Gaspar told the Trustees that the Children's Summer Library Schedule had been printed, approved by the Superintendent and given to the schools. She handed a copy of the schedule to those at the meeting to review.

8. The Adult Summer Reading List has been put together. The logo was designed by Kayla Clifford, an intern. She also archived all the selected books, who selected them and why. Ms. Gaspar showed the Trustees a large board that Kayla had also put together with pictures of some of the people from town who selected their favorite book for the Summer Reading List.

## **H. New Business**

1. Ms. Raynard wanted the Trustees to think about lighting the outside of the library because it is the centerpiece of the Town and architecturally beautiful.

2. Ms. Stankus presented the idea of painting the electrical box in the front of the library. She thought a library theme would be appropriate. Ms. Gaspar stated that the box is on a state highway so it would need their approval.

3. Ms. Noyes shared with the Trustees a form of possible guidelines to be followed if stipends were considered for educational courses.

4. Ms. Gaspar stated there was \$106,000 in the State Aid Fund. Another \$10,000 has been promised for next year. Ms. Gaspar hopes that State Funds could be used for stipends. Ms. Moreschi is in the process of getting further information on this idea.

5. Ms. Gaspar told the Trustees that Justin will start a degree in Library Science in July.

**I. Next Meeting:** The next meeting of the Trustees will be on Tuesday, July 9, 2019 at 7:00 PM in the Trustees Room of the Flint Public Library

**J. Adjournment:** With no further business, Ms. Stankus adjourned the meeting at 9:PM.

Respectfully Submitted,  
Paula Fee, Secretary