



**Minutes of the Meeting  
The Flint Public Library  
Board of Trustees  
Tuesday, July 9, 2019**

The meeting of the Flint Public Library Board of Trustees was held on Tuesday, July 9, 2019 in the Trustees' Room of the Flint Public Library, One South Main Street, Middleton MA.

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

**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 7:03pm.

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. Noyes made a motion to accept the minutes of June 10, 2019 as corrected. Ms. Bambury seconded the motion and all were in favor.*

**D. Friends of the Flint**

1. Ms. Wilton reminded the Trustees that the Friends do not meet in June, July and August.

2. Ms. Wilton said the Friends were at Chief Will's Day. She felt it was not the best opportunity to highlight the Flint. They had paid \$350 for the Balloon Man and Face Painter but would like to find a better way to promote the library. There was a brief discussion about what can be done for next year. One idea that was presented was that a small gift be given to anyone who signs up for a library card or shows their current card. Ms. Wilton said that she would be discussing this with the Friends and present the input from the Trustees.

3. Ms. Wilton brought up business donations which have been dwindling. She also pointed out that last year the Friends received grant money - \$4,800 (Institution for Savings) and \$1,000 (Cummings). She believed that it might be time to rethink how businesses help the library. One idea was to ask a business to donate for something specific. Ms. Wilton feels it would be a good idea to be more creative in doing business fund raising. She will discuss this with the Friends at their next meeting.

4. The food collection will continue through the summer.

5. The Friends will be at Vehicle Night and will hand out bottles of water.

6. The Friends paid for four new chairs for the library.

### E. Trustees' Report

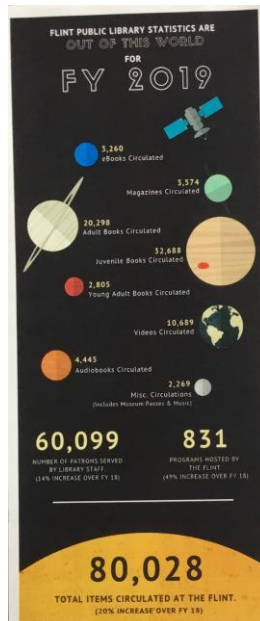
1. Ms. Stankus handed out the Calendar for the year and reviewed it with the Trustees.
2. Ms. Stankus said she would like the Trustees to review Library Policy #4 - Trustees By-Laws. The Trustees discussed this policy, in particular Article 6 #3, and a small correction to Article 2 #4. *A motion to accept Policy #4 as reviewed was made by Ms. Moreschi. The motion was seconded by Ms. Noyes and all were in favor.*

### F. Treasurer's Report

1. Ms. Noyes reminded the Trustees of the discussion with Mr. Tom D'Arcangelo about the best way to invest a portion of the money in the Trustees accounts.
2. Ms. Noyes stated that Ms. Stankus must contact the bank with Tax ID and the account number to close out the James Balanced Golden Rainbow Fund. To make the process easier, the check will be sent to the PO Box.
3. It was discussed that until a final decision is made, the funds could be put into a short term CD.
4. Ms. Noyes said she will talk to Mr. D'Arcangelo and will get some concrete recommendations for the Trustees. She can even notify everyone by email as it was previously approved and can invest per the approval of the Trustees.

### Director's Report

1. Ms. Gaspar distributed the Circulation Report. She was extremely happy to announce that circulated items reached 80,028. This is a 14% increase over FY18. In addition there were 831 programs which was a 49% increase over last year. She handed out this summary using the Summer Reading theme.



2. Ms. Wilton said that she would send personal letters to selectmen using the summary and showing that these are the highest numbers achieved by the library in many years.
3. Ms. Gaspar handed out the budget and showed that only \$25.75 was returned to the Town.

4. Ms. Gaspar discussed that the HVAC system was not working in the downstairs hallway. A contractor checked out the system and found that certain parts had not been working for 11 years. It cost \$1456.24 to clean and fix the system. The bill arrived at the very end of June. After a lengthy discussion, ***Ms. Moreschi made a motion to pay the bill out of State Aid if the bill has a July date. Ms. Bambury seconded the motion and all were in favor.*** Ms. Moreschi also asked that a receipt be received for the work.

Ms. Gaspar stated that she would also like to complete some painting (\$800).

5. The Community Read will be starting in September.

6. Ms. Gaspar handed out the Programs Report. The programs included : Adult (44/463), Juvenile (13/1007) and Young Adult (3/15). She explained that there were fewer story hours due to the kickoff of the summer reading program. However, many people came in for story hours and ended up staying and checking out books. There was also discussion on the large attendance at the Dance Party (170) which was the summer kickoff program.

7. Stephanie gave notice that she would be leaving. She has been offered a position at the library in Andover which included an increase of \$15,000 over her current salary at the Flint.

8. Ms. Gaspar did an internal posting and Justin Liberti was hired as the new Adult Services Librarian.

#### **F. NewBusiness**

1. The Trustees discussed educational stipends. Further research into stipends will be reviewed at the September meeting.

**G. Next Meeting:** The next meeting of the Trustees will be on Monday, September 9, 2019 at 7pm in the Trustees Room of the Flint Public Library.

**H. Adjournment-** With no other business, Ms. Stankus adjourned the meeting without a vote at 9:04pm

Respectfully Submitted,

Paula Fee, Recording