

**Marlborough Public Library Board of Trustees**  
Meeting Minutes

September 3, 2019  
Bigelow Auditorium, Marlborough Public Library

Meeting called to order by Tom Abel at 7:05pm

Board Members Present: Tom Abel, Bill Brewin, Robyn Ripley, Rustin Kyle, Nena Bloomquist, Fred Haas, Karen Bento, Janice Merk

Also Present: Margaret Cardello, Library Director,

Documents Reviewed/Referenced:

1. Agenda
2. Minutes from the June 4, 2019 meeting
3. Trust Fund/State Aid reports for June, July and August 2019
4. Director's Report
5. Proposed 2020 Library Calendar

Proceedings:

1. **Minutes:** *A motion to approve the meeting minutes from the June 4, 2019 meeting was passed (Haas/Ripley).*
2. **Trust Fund Reports:** *A motion to approve the Trust Fund Reports for June, July and August 2019 was passed (Merk/Ripley).*
3. **Director's Report:** (see attached for more details)
  - Margaret shared a number of updates on the library renovation project including the following:
    - The architects from LLB and the project management team with Daedalus made good progress over the summer. There have been extensive discussions on how the library will sit on the site. A draft set of drawings was produced and the Building Committee provide useful guidance with while be incorporated into the revised plans. Members of the library staff toured the new Woburn Public Library, which opened early this year, and generated a list of likes and dislikes which will be reviewed by LLB and Daedalus.
    - The Building Committee will continue to hold their regularly monthly meeting on the second Thursday of the month. The next meeting is September 12.
    - Margaret has asked the project team to attend the October 1 Trustees meeting to provide the board with a status update.

- The Walker Building is still being evaluated as the temporary library location during the renovation. Margaret is working with a structural engineer from the DPW to calculate load capacities, which will determine how much of the collection the building can hold. The City will also need to ensure the elevator is operational prior to the move.
  - In preparation for the move, Margaret has been in touch with library moving experts to gather recommendations and requirements, and the staff has begun weeding the collection.
  - Since technology will be critical to MPL being the type of library we aspire it to be, Margaret has also been in touch with a library technology expert to explore what types of technologies state-of-the-art libraries have implemented.
- Another part-time Clerk has resigned, effective August 9. As this position is in the Children's Department, staff is seeking someone who has experience working with younger children.
- The MMEA, which library staff belong to, has not yet established a new contract with the city. Margaret noted that union staff have not had a raise since July, 2017 and in January 2020, the state's minimum wage will increase to \$13. MPL part-time Clerks currently start at \$12.69. Given that the library has the largest number of part-time Clerks in the city, Margaret is very concerned that this disparity will be extremely problematic when recruiting new employees. Turnover has already been very high due to staff being recruited by other libraries offering higher wages.
- Sandra Austin, an attorney in Marlborough, has agreed to serve as the president of the Friends for the upcoming year.
- The Summer Reading Program was a huge success. This year it included a summer art program for tweens that was funded with a grant from the Mass Board of Library Commissioners. A collaborative art project turned out so well that it was hung on the main floor of the library for all to enjoy.
- Margaret has been in discussions with the Marlborough Historical Society regarding moving some of the society's collection to the Marlborough history space in the library. She will be attending the Society's board meeting on September 10.
- Margaret is also helping the DPW in its search for a grant that would be used to evaluate and preserve a collection of historical records that are stored in the basement of the Walker Building.
- Several requests over the summer illustrated very clearly how much the community values the library as both a resource and a community meeting place: a planned speaker series by a newly formed Social Justice Center; a mentoring program at MHS that matches at-risk students with mentors to help

them prepare for college or other post-secondary training; and a project with the Marlborough Senior Center that seeks to highlight issues affecting seniors.

- There was an incident in the library on August 29 in which a man and woman were reported to be in the Women's restroom, possibly using drugs. Margaret asked the individuals to leave and called the police. Hypodermic needles were found in the trash. The video cameras outside the restroom captured the incident.

#### **Committee Reports:**

- Marlborough Public Library Foundation:
  - The next meeting will be held on September 17. The Foundation will be actively seeking new members.

#### **4. Old Business:**

- None to report

#### **5. New Business:**

- Margaret presented the proposed 2020 calendar the board. The only change over last year was a request to close at noon on the day before Thanksgiving and New Year's. This is the policy for all city departments, but the library has traditionally stayed open until 5pm on those days, with the staff earning comp time in exchange. The board requested that Margaret check with the City to determine if this change would have any contract implications.

#### **6. Adjournment:** *A motion to adjourn passed at 8:07pm (Bento/Bloomquist)*

Minutes submitted by Janice Merk.