

Marlborough Public Library Board of Trustees
Meeting Minutes

December 4, 2018
Bigelow Auditorium, Marlborough Public Library

Meeting called to order by William Brewin at 7:04pm

Board Members Present: William Brewin, Rustin Kyle, Nena Bloomquist, Tom Abel, Robyn Ripley, and Janice Merk

Absent: Samantha Khosla, Karen Bento

Also Present: Margaret Cardello, Library Director

Documents Reviewed/Referenced:

1. Agenda
2. Minutes from the November 6 meeting
3. Trust Fund/State Aid reports for November
4. Director's Report
5. Marlborough Public Library Naming Policy Revised Draft

Proceedings:

1. **Minutes:** *A motion to approve the meeting minutes from the November 2018 meeting was passed (Abel/Ripley).*
2. **Trust Fund Reports:** *A motion to approve the Trust Fund Reports for November 2018 was passed (Abel/Bloomquist).*
3. **Director's Report:** (see attached for more details)
 - Margaret was pleased to report that with the hiring of a new Teen Assistant and two Page positions, the library is once again fully staffed.
 - The City Council Finance Committee approved the bond for the library renovation project 5-0 at their November 13 meeting. The city has advertised the bond, and the full Council will vote on the bond at their regular meeting on January 7, 2019.
 - A change to the city ordinance which will allow Trustees to name spaces in the proposed renovated library was approved at the City Council's November meeting.
 - Margaret has submitted an update to the library's Long-Range Plan to the MBLC. This is requirement of the grant process.

- Nena and Margaret will be attending the Brigham Family Trust awards ceremony in December to receive the first \$5,000 installment of the trust's \$25,000 pledge to the MPL Foundation's capital campaign. In addition, Margaret expects to hear by mid-December whether the MPL Foundation will be invited to apply for a \$100,000 grant from the Cummings Foundation.
- The wheelchair donated by Bouvier Pharmacy has been delivered. The generous donation will be recognized with a sign on the back of the chair.

Committee Reports:

- Foundation:
 - Nothing new to report beyond the information shared in the Director's Report.
- Friends:
 - Nothing new to report.

4. Old Business:

- The Trustees reviewed a revised draft of the Marlborough Public Library Naming Policy, which outlines the terms by which Trustees can recognize significant financial contributions that benefit the library. Several minor changes were recommended by board members. Margaret will submit these to the city solicitor and expects to have a final version of the policy ready for review at our January meeting.

5. New Business:

- Bill noted that a new slate of officers must be elected at the Trustees Annual Meeting on January 8, 2019.

6. Adjournment: *A motion to adjourn passed at 7:59pm (Kyle/Ripley)*

Minutes submitted by Janice Merk.