

Marlborough Public Library Board of Trustees

Meeting Minutes

June 7, 2022

Meeting held at the Walker Building

The meeting was called to order by Fred Haas at 7:05 p.m.

Board members attending:

Tom Abel

Karen Bento

Nena Bloomquist

Bill Brewin

Fred Haas

Rustin Kyle

Janice Merk

Robyn Ripley

Also attending: Margaret Cardello, Library Director

Documents reviewed/referenced:

1. Agenda
2. Minutes from May 3, 2022 meeting
3. Trust Fund/State Aid Reports for May 2022
4. Director's Report

Proceedings:

1. **Minutes:** A motion (Abel, Ripley) to approve the minutes from the May 3, 2022 meeting was passed.
2. **Trust Fund Reports:** A motion (Abel, Ripley) to approve the Trust Fund for May 2022 reports was passed.

3. Director's Report:

- Margaret updated the Trustees about the construction project and its most recent milestone. The topping off ceremony on June 1 was a huge success. Many people attended to sign the steel beam and to see it hoisted to the roof of the new library.
- On June 1, the City Council's Finance Committee approved the library's request for \$1M to restore the deteriorated terra cotta above the front entrance. It is a huge safety concern that needs to be addressed. The City Council approved this request on June 6, 2022.
- Our current project architect will be leaving, and Jeff Porter, who has been with LLB for 8 years and has lots of experience with municipal projects, will be our new architect.
- On May 10 Margaret and staff met with a representative from TBS, for a demonstration of their state-of-the-art print management system, and were very impressed. This software would be used to network printers, allocate computer time, fax and copy documents, and troubleshoot access issues. A big advantage to this software is that they offer credit card use via a PCI compliant system (which offloads credit card processing to a third-party vendor). Because most patrons don't carry cash these days, even for small jobs like printing and copying, having a credit card option is on the staff's wish list to improve customer service. Many other libraries are using this system and have offered positive feedback.
- Staff are also reviewing other IT needs with Tech Logic, such as RFID and self-checkout systems, so we can clearly state our hardware and software needs.
- Margaret and Morgan went to the LLB Headquarters in Pawtucket to review some of the finishes that they are recommending for the interiors so that they can bring back a design board for staff and other people's input. Another meeting has been scheduled for June 9 so the Teen and Children's Librarian can attend.
- Margaret updated the Trustees about the budget. Staff have finished their end of year spending on library materials. MBLC requires that 13% of total municipal appropriation is spent on materials. For FY22 that amount is \$135,200. The City provides \$115,300 of that and \$19,900 will be taken from State Aid. For FY22, \$187,000 is being given back in unspent money from this year for employees we had, but who had not been hired back yet to fill the positions.

- On May 23 we were notified that we did not receive a Cummings Foundation grant, even though we thought now that the project is underway we would have had a better chance of getting one.
- Margaret informed the Trustees, in preparation of the opening of the new library and to ensure it will be staffed properly, she will be inviting HR Director, Christine Purple, to our September meeting. Current salaries being offered to prospective employees are not competitive, and there are huge discrepancies in salaries for non union members. Margaret will send salary information to the Trustees for their review. Margaret noted, “we have huge plans for the future of the library and it takes staff to do that.” The Trustees, too, are very concerned that non union members are not being paid competitive salaries and have become revolving doors.

4. Marlborough Public Library Foundation:

- Nena Bloomquist reported that Janice Merk and Bill Keyles had a productive meeting with Rob Schlacter.
- Jamie Eldridge has included a \$300,000 earmark in the State’s FY23 budget in support of the Foundation’s fundraising campaign. A total of \$1,324,720.00 has been raised so far.
- Janice Merk reached out to people at the APEX Center and Resilience and they were receptive to meetings.
- The Massachusetts Teachers Association donated \$5,000 to the Foundation.
- The Foundation has received many donations in memory of Joseph Navin.
- Janice Merk’s Facebook posts, including drone footage of the new construction and shout-outs recognizing donor contributions, have received a lot of positive feedback.

5. Old Business: N/A

6. New Business: N/A

7. **Adjournment:** A motion (Kyle, Bloomquist) to adjourn was passed and the meeting adjourned at 8:01 p.m.