

Marlborough Public Library Board of Trustees
Meeting Minutes

January 7, 2020
Bigelow Auditorium, Marlborough Public Library

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

Board Members Present: Tom Abel, Fred Haas, Nena Bloomquist, Robyn Ripley, Janice Merk, Samantha Khosla, Karen Bento

Also Present: Margaret Cardello, Library Director

Documents Reviewed/Referenced:

1. Agenda
2. Minutes from the December 3, 2019 meeting
3. Trust Fund/State Aid reports for December 2019
4. Director's Report

Proceedings:

1. **Minutes:** *A motion to approve the meeting minutes from the December 3, 2019 meeting was passed (Bloomquist/Haas).*
2. **Trust Fund Reports:** *A motion to approve the Trust Fund Reports for December 2019 was passed (Bloomquist/Haas).*
3. **Director's Report:** (see attached for more details)
 - Assistant Director Morgan Manzella began her maternity leave on December 16 and is expected to return in late March. A part-time Reference Librarian has been contracted to assist the staff with additional coverage during her leave.
 - Margaret provided several updates regarding the library renovation project:
 - She continues to work with John Ghiloni on plans to use the Walker Building as a temporary library during the construction. The move will take place in September but the goal is to complete as much of the setup as possible by April, after which time many city resources will be directed to the new school project.
 - The Library Building Committee met on December 11 to review options for the parking lot design and building entry layout. Another meeting is scheduled on January 9 to review the revised plans.
 - The building schematic designs were presented to the Marlborough Historical Commission on December 19. The Commission voted to approve the design while also requesting that additional architectural features be

incorporated into the windows.

4. **Committee Reports:**

- Marlborough Public Library Foundation:
MPLF Chair Nena Bloomquist reported that the December 17 meeting of the Foundation was cancelled due to a snowstorm. The Foundation is working with Margaret on scheduling a series of public meetings to update the community on the current status of the project. During these meetings, the architectural renderings will be shared and key donors will explain why they feel supporting the Foundation's fundraising efforts is an important and valuable contribution to the community.

5. **Old Business:**

- Following concern expressed by a library neighbor regarding individuals parking in the library parking lot after hours to access the WiFi network, Margaret checked with the police department to see if there had been any reported incidents. She was informed that the police had received one call and investigated the area, but nothing illegal was taking place. Margaret, with the assistance of the police, will continue to monitor this.
- *A motion was unanimously passed to approve the slate of officers for 2020, as presented at the December meeting (Bloomquist/Ripley).* The officers are: Tom Abel, Chair; Bill Brewin, Vice Chair; Janice Merk, Secretary/Treasurer.
- *A motion was passed to amend the bylaws to reflect the time of Trustees' monthly meeting as 7:00pm. (Haas/Ripley).* Margaret will make the update and send the revised document to the City Clerk.
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6. **Old Business:**

- There was no new business at this meeting.

7. **Adjournment:** *A motion to adjourn passed at 8:21pm (Bloomquist/Ripley)*

Minutes submitted by Janice Merk.