

Chelsea Public Library
Board of Trustees
September 27, 2016
Minutes of Meeting – APPROVED

1. Call to Order: The meeting was called to order at 6:13 P.M. by Chairperson Robert Accomando.
2. Roll Call: At Roll Call, the following attended: Chairperson Robert Accomando, Vice Chairperson Edward Mulkern, Clerk Maura Garrity, Lisa Santagate and Margaret Carsley. Alexandria Christmas arrived to meeting 6:10 P.M. George Ostler was excused. Director Sarah Gay was also in attendance.
3. Approval of Minutes of Previous Meeting: On a motion made by Edward Mulkern and seconded by Margaret Carsley, the minutes of the June 14, 2016 meeting were accepted as submitted.
4. Communications:
 - A. The Friends of the Library sent out a letter recently and have had a great response.
 - B. Summer lunch program on the Library steps averaged about 58 per day.
 - C. State reporting and approved grant programs are progressing.
 - D. Literacy Day is scheduled for November 5, 2016.
5. Report of Library Director: The Director reported on the following:
 - A. All invoices received were found to be in order and paid since the last meeting.
 - B. Director Gay has requested that the Trustees review and redraft the Library's The Materials Section Policy and draft a smoking ban policy.
6. Unfinished Business:
 - A. Director Gay will have the City Solicitor review the drafted smoking policy for the library.
 - B. Vote on the policy regarding CIPA.
7. New Business:
 - A. Director Gay has requested that Children's Librarian Martha Bokensbaum be reimbursed for the ALA mid-winter meeting fee of \$215 which is required to attend the meeting in Atlanta, GA. Membership provides a valuable source of information, products and networking. A motion was made by Edward Mulkern and seconded by Margaret Carsley that the trustees have agreed to vote during the October meeting. This motion carried.
8. Ongoing Business
 - A. Discuss parameter of funding of professional development and annual budget.
 - B. How to support Friends of the Library.
 - C. Look into the Amazon donation options for the Friends of the Library.
 - D. Review draft library policies.

9. Date of Next Meeting: The next board meeting has been tentatively scheduled for Tuesday, October 25, 2016.
10. Adjournment: On a motion made by Edward Mulkern and seconded by Lisa Santagate, the meeting adjourned at 7:06 P.M.

Respectfully submitted,
Maura Garrity, Clerk