

Chelsea Public Library

Board of Trustees

October 28, 2016

Minutes of Meeting – APPROVED

1. Call to Order . The meeting was called to order at 6:02pm by Chairperson Robert Accomando.
2. Roll Call: At Roll Call, the following attended: Chairperson Robert Accomando, Vice Chairperson Edward Mulkern, Lisa Santagate, Margaret Carsley , George Ostler and Alexandria Christmas. Clerk Maura Garrity 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 Lisa Santagate, the minutes of September 27th, 2016 meeting were accepted as submitted.
4. Communications: None to review
5. Report of Library Director: The Director reported on the following:
 - A. All invoices paid to date
 - B. A vote was taken to fund the fall Children’s Programming from the Trustees fund in the amount of \$510.00. The vote was unanimous in favor of funding the Children’s Programming in the amount of \$510.00.
 - C. In the last meeting the Board made a motion to vote to reimburse Martha Rosenbaum (the Children’s librarian) American Library Association conference registration fee in the amount of \$215 in January. George made a motion to approve and all Board members agreed to reimburse Martha the fee.
 - D. Sarah Gay informed us the smoking policy is in review with City of Chelsea solicitor. At first glance, it looks good
 - E. Search for a custodian in progress. The Library has received 14 applicants that are being reviewed. Position rate is \$10.34 an hour.
 - F. Bruce Mauch from the Friends of Library has sent the Thank you and donation letter regarding donations. Margaret Carsley requested a copy of the letter in the next meeting. Margaret Carsley also suggested that an extra line to be added “other amount _____” to next years friends donation request letter.
 - G. Last year the Literacy day committee ran out of books and backpacks. Suggestions were made to leave a book drop off at Starbucks to collect and/or the Chelsea Reads Dockside restaurant fundraiser. Also prizes ideas such as 50/50 raffle. Sarah Gay pointed that Martha Rosenbaum runs the Dockside event and it may be too much to stay the whole evening . Need someone to be there all night.
 - H. Chelsea Literacy Day November 5th, 2016 preparation:
 - i. Graphic Novel artist website is featured on the flyer.
 - ii. Costume characters Elephant and Piggie are all set.
 - iii. Any volunteers who can come? Trustees will attend – Rob, Alex, Lisa, Margaret, Edward.
 - iv. Sarah is working on getting a new banner for next year

- I. State Aid Task Force – Sarah has been attending monthly meetings of the State Aid Review Task Force.
6. New Business – None
7. Next Meeting - Tuesday , November 22, 2016.
8. Adjournment: On a motion made by George Ostlerand seconded by Margaret Carsley, the meeting was adjourned