

Taft Public Library Board of Trustees
Minutes of the April 18th, 2024 meeting

Attendees: Leesa Michael, Gabrielle Porciello, James Thatch, Howard Phipps, Alejna Brugos, and Alison Chu

Staff : Andrew Jenrich

The meeting was called to order at 6:00 PM.

1. March 21, 2024 meeting minutes were unanimously approved.
2. Friends
 - There was no representative from the Friends at the meeting.
3. Two representatives from the senior center presented the details of the upcoming budget override request for a new Senior Center.
4. Former library building (18 Main Street)
 - Andrew was contacted regarding a plaque honoring the former librarian Lorna Rhodes.
 - The Genealogy room in the current building is named for Lorna.
 - It was decided that the Historical Commission is better suited to make the plaque decision.
5. Director's Report
 - Staff met at Barnes and Noble. They had a brief meeting then spent \$1,110 on books.
 - Andrew is working on staff evaluations and will be meeting with each staff member soon.
6. Budget
 - Andrew met with the town treasurer to fine tune the budget. The Selectboard approved the budget, and it will go to the Finance Committee next week.
 - After 9 months, 66.7% of the budget has been spent.
 - The second installment of state aid in the amount of \$7,487.61 has been received.
7. Projects
 - Weeding of Adult fiction is complete.
 - Adult fiction and nonfiction audiobooks on CD have been weeded.
 - Juvenile fiction has been weeded.
 - Children's nonfiction weeding has started.
 - Northeast Electrical in Milford ordered a light fixture to replace the broken fixture in Children's area.
 - Fish Window Cleaning is expected to clean the interior and exterior perimeter windows this week.
 - Duest Landscaping is expected to do the spring weeding, mulching, and edging work around the property this week.
 - Impact Fire Services was in last week to check and tag the library's fire extinguishers.
 - The feasibility study earmark is still in the works, but with lower revenue collected in Massachusetts it is hard to say if it will happen.

8. Carriage House

- Banner Environmental conducted the asbestos remediation. Andrew does not know what the timeframe is for taking down the building.
- The Highway Department will cut up the asphalt when they tear down the garage.

9. Rectory

- The rectory working group met.
- Is there a need for a sprinkler system in the breezeway? Probably not but let's investigate.
- Might need private funding. The town budget has no extra money for this.
- What is the next step?

10. Strategic Plan Goals

- Children's Librarian job description was unanimously approved.
- There is only 1 policy left to be reviewed.
- Should there be a policy drafted for the following items:
 - i. Bulletin Board
 - ii. Volunteers
 - iii. Safety/Emergency response – James will work on this.

Next meeting is scheduled for May 9th, 2024.

Adjourned at 7:48PM.