

**Somerset Public Library
Board of Library Trustees
November 15, 2016
Evans Conference Room**

Trustees in Attendance Ms. Gayle Bradbury, Secretary Dr. David Cucinotta, Chairman Mrs. Elizabeth Langfield Ms. Kathleen Rubano Trustees Excused Mrs. Eleanor Buckley, Vice-Chairman Ms. Amanda Viana	Also in Attendance Mrs. Bonnie Mendes, Director Ms. Michelle Gagnon, Clerk Mr. Taylor Silva, Guest
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The meeting was called to order at 4:28 pm by Chairman Cucinotta.

Approval of Minutes: The minutes of the October 18, 2016 meeting ([Document A](#)) were approved with one correction.

Correspondence:

None

Reports:

Director's Report for November 2016: ([Document B](#)) Horner Millworks has agreed to resurface the tables in the children's dept. They will replace the table tops for the cost of materials (\$580.00/ per table), donating time and labor costs.

Patrons voted on a slogan for the library "Keys to the past... Gateway to the future" on election-day, Nov 8th.

Upcoming Events: Spectator Holiday Storybook (Santa Pictures) on Nov 26, a Memory Enhancement Seminar was recently held and two upcoming author visits have been scheduled; Felicity Kadlec on Saturday, November 19th to discuss her book, *Zombie Blood*; and Brian Michaud will be presenting his latest title, *The Ring of Carnac* on Dec 3rd.

FOL: G Bradbury reported that the meeting scheduled for Nov 8th (Election Day) was cancelled, and is to be rescheduled.

New Business:

Reference and Teen Librarian, Taylor Silva, made a digital presentation on the digital library services offered by the Library. B Mendes discussed the new "Stuffbrary" collection which includes the cake pan collection and now instruments and non-traditional items available for borrowing.

Gardens: Thomas Gorski and Denise Jordan of the Greater Providence Association of Master Gardeners would like to use the library grounds as flagship garden and will make a presentation at the January trustee meeting. As part their program, they plan to hold workshops for the public and hold local meetings.

FY2018 Budget Preparations: B Mendes has been realigning staff. She has requested putting the pages back in the budget instead of using the state aid monies and is requesting additional line items for equipment expenses per finance board recommendations, mileage expenses and restructuring custodial expenses.

Customer Service Policy: A draft was presented for review and discussion at the next meeting.

Old, Routine, Task Updates:

A Special Town meeting was held in November and a 1% pay increase was approved for bylaw employees. Approval of the payment of outstanding library bills were approved unanimously; and the request for funding for a self-check station was also approved.

Staffing Report: status quo, interviews are being scheduled for the new part-time technology position.

The microfilm reader equipment will be replaced via a grant from the Hathaway Charitable Foundation.

Fall Book raffle: 648 tickets were entered for the second raffle of the year.

Other (Including topics not reasonably anticipated by the Chair 48 hours in advance of the meeting):

December 20th meeting is cancelled unless pressing issue mandates a meeting. D Cucinotta will be unavailable if a meeting is called the weeks before and after Christmas.

Public Input-

None

Adjournment- With no more business before the Board, the meeting was then adjourned by Chairman Cucinotta at 5:45pm.

Respectfully submitted,
Michelle Gagnon, Clerk

For filing by the Secretary, Gayle Bradbury.