

**Joshua Hyde Public Library Board of Trustees**  
**Meeting Minutes: January 3, 2019**  
**Joshua Hyde Public Library, Basement Meeting Room**

Chair Jackie Belisle called the January 3, 2019 regular meeting of the Joshua Hyde Public Library Board of Trustees to order at 7:06 pm. Attending were Jackie Belisle, Rebecca Celuzza, Pat Howard, Elisa Krochmalnyckyj, Carol Mitchell, Stephen Mullen, David Peterkin, Joyce Sinnott, and Library Director Becky Plimpton.

**Minutes:**

The minutes of the 6 December 2018 regular meeting were accepted as written. Joyce and Elisa still owe minutes from previous meetings.

**Librarian's Report:**

**Building Issues:**

- There was water found on the plastic sheeting under the roof leak. Fixing the ceiling tiles has been postponed. Ashley, Facility Manager, has called contractor P&P; there has been no feedback as yet. Joyce requested that Ashley attend the next Board meeting to discuss our ongoing building woes.
- Ashley has been investigating a smell in the stairwell. The smell is intermittent and sewer has been ruled out. The source has not been identified.
- New lighting will be installed in the stairwell starting at 8:00 am next Monday. Ashley will open up the building for the contractor.

**Programs:**

- Tickets are now on sale for the next Stewing Over Mysteries January 23<sup>rd</sup> at the Publick House. Mr. William Martin will be the speaker.
- The January Film Series begins on Wednesday January 9<sup>th</sup>.
- There will be a Meditation Workshop on February 20<sup>th</sup>.
- At the end of March or beginning of April, we will be having a Trivia Night. Steve Brewer will be the Master of Ceremonies.

**Other:**

- The new "TeamUp" shared online calendar app for events and meeting room reservations has gone live.
- At the Department Head Meeting yesterday, the Interim Town Administrator said he would start working on the reviews for the department heads. Elisa will send a copy of the Board's review of Becky's performance to the rest of the Board.

- The Central Mass Library Advocates, CMLA, has had its 501(c)3 paperwork approved, and is now accepting memberships. Membership is \$100. Joyce moved to appropriate \$100 from the Lig/Meg funds to join. All approved.
- Senator Anne Gobi's legislative breakfast is Friday, 4 January in Spencer at 8:30am.
- The Glass Foundation has donated \$20,000 of unrestricted funds to the Library. The monies will be used to help fund the renovation project. Our thanks to Sturbridge residents Patricia and Scott Glass.

**Meetings:**

- Annual meeting with Rep. Todd Smola
- CMLA meeting

**Financial Report:**

- Becky reported that changes will be made in the Library's cash handling procedures. This will result in a streamlined process and increased accountability. The Town Finance Director and Town Accountant recommended the changes.
- The Financial Report was reviewed. No issues were noted.

**Chair's Report:**

- The LIG/MEG/NRC grants totaled \$7,452.13: \$3,309.40 Library Incentive Grant (LIG); \$2,107.63 Municipal Equalization Grant (MEG); and \$2,035.10 Nonresident Circulation Offset (NRC). The second payment will be sent by the last quarter of FY2019.
- She also received an email from the MBLC letting her know that the new, 2018, edition of the full Trustee Handbook is now available. The Board will order one hard copy.

**Old Business:**

- The Board reviewed Becky's Goals and Objectives. Goal #1 was revised to read: "Coordinate with the Town Facility Manager to transfer institutional knowledge and responsibility for both routine and extraordinary building maintenance". The Board voted unanimously to accept the Goals and Objectives as amended.
- Renovation Committee. No action has been taken on the fund raising during the Holiday Season.
- Replacement trustee. It was the consensus of the Board that, given the nearness of the Town Election, the position could be left open. Nomination papers will be available on Monday 7 January.
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**New Business:**

- Carol announced that she likely would not be available for either the February and March meetings due to scheduled surgery.

- Rebecca and Carol suggested that a shared web repository for Board documents be established. It would be a place where things such as minutes, agendas, contact lists, and other information of interest to Board members could be placed for easy reference. It could be much like the repository already in use by the Library Staff. All thought this to be an excellent idea. Rebecca also noted that there are no Library minutes available on the Town website.

**Adjourn:** The meeting was adjourned at 8:34 pm.

**Next Meeting:** The next meeting will be February 7, 2019 at 6:30pm.

Respectfully submitted,  
Stephen Mullen  
Secretary