

Minutes
Sherborn Library Board of Trustees
April 21, 2015

Present: Library Director Elizabeth Johnston, Chairwoman Stacey Brandon, Christine Cooney, Chris Kenney, Mary Moore, Jim Murphy, Jennifer Searle
Also present: Steve Borgeson

Call to Order

The meeting was called to order by Chairwoman Brandon (SB) at 7:34p.m.

In Hank Rauch's absence, Jennifer Searle (JS) was voted and approved as recording secretary *pro tempore* for the meeting.

The minutes of the Trustees' meeting held March 17, 2015 were voted and approved unanimously with one adjustment.

Campaign for the Library Vote

Capital Campaign Committee Budget Update, Steve Borgeson (SBO)
SBO reported that we are inching closer to \$3.8 million, slowly, with several smaller gifts having come in and several others in process. SBO noted that Campaign contributions break, roughly, into 89% of donors from Sherborn (approximately 250 Sherborn donors) and 11% from out-of-Sherborn, with the 11% accounting for 75% of the funds.

Nominating Committee Update, Chris Kenney (CK)

A total of eight candidates have stepped forward for the Library Building Committee (LBC), all with solid credentials, and representative of a variety of professional backgrounds, including building & construction, project management, business, interior design and engineering.

The Trustees reviewed the list of candidates, then voted to accept the recommendation of the Nominating Committee and establish the LBC with the listed eight candidates.

Elizabeth Johnston (EJ) will draft letters to the nominees, providing a time-line and next steps, which will go out over CK's signature. EJ will follow up with Town Hall to determine whether the nominees will need to be sworn in to service. The first meeting of the LBC will take place after the ballot vote in May.

Advocacy for the Vote, Mary Moore (MM)

The Open House held April 14 went well, with several of the LBC nominees attending. MM attended the recent Friends of the Sherborn Library (FOSL) meeting, where great support was expressed for Article 10. SB attended a meeting of the

“Save Our Sherborn” group, where support for Article 10 was also expressed. Information regarding the Annual Town Meeting (ATM) vote will be disseminated in several different ways to residents, including letters to the editor in local papers. MM will share with the Trustees a brief outreach message, for reference.

Annual Town Meeting Preparations (SB and MM)

ATM is April 28th at 7:00p.m. SB and Jim Murphy (JM) will work to refine and submit through the proper channels final wording for Article 10, in the form to be read aloud at ATM.

SB and MM shared with the Trustees draft materials, including the slide presentation and hand-out documents, prepared for ATM. The Trustees reviewed the materials and offered thoughts and comments, which SB and MM will incorporate in the final version of these materials. All Trustees are invited to attend ATM; EJ will request permission to be seated with the Trustees.

Following ATM and the May ballot vote, SB, MM, SBO and JS will coordinate appropriate communications with donors and/or all residents of Sherborn.

Subcommittee Reports

Finance Subcommittee, JM

JM presented and reviewed the 3Q Endowment report. JM is working with UBS to work out the small glitches remaining in the process. In addition, JM has invited a UBS representative to attend the July Trustees meeting to speak about how funds are being managed and invested.

House Subcommittee, CK

Conversations with the Community Center Foundation continue, with the hope of using that facility as the Library’s temporary space during construction. CK reported that winter storm damage is being addressed: the basement leak has been taken care of and the “Rumpus Room” reopened, damaged roof tiles are being repaired and repair of the granite post is in process. A project manager assisting the Town with the carpet installation and some Town Hall property repairs may be in a position to help with some Library repairs; EJ will reach out to him. MM noted that lines in the parking area, particularly those designating the handicap space, should be repainted.

Personnel Subcommittee, Chris Cooney (CC)

Technical Services Librarian (TSL) Kathleen Rao is retiring after 21 years of service; her final day at the library will be April 26th. CC reports that, for purposes of job postings, the title and description for the TSL position will remain the same, but EJ will modify slightly the language to be used in the search to fill this open position. Regarding modification of job descriptions and compensation for all Library positions, CC recommends waiting until all requests can be presented simultaneously at some point in the future, possibly next year. Concern was expressed regarding EJ’s ability to exercise her benefits (particularly vacation time) during construction; CC will look into appropriately addressing these concerns.

Community Relations Committee, MM
Refer to "Advocacy for the Vote" discussion, above.

Friends of the Library Report

FOSL members are busy preparing for the Fair, which will take place this year on Saturday, May 9th.

Library Director's Report

The Library Director's Report is incorporated by reference in the Materials Distributed at the Meeting.

Unfinished and New Business

The date of the next Trustees meeting may be moved. EJ will survey Trustees regarding availability.

Next Meeting

To be announced.

The Trustees adjourned at 9:30p.m.

Respectfully Submitted,
Jennifer Searle
Recording Secretary, *pro tempore*

Materials Distributed at the Meeting:

1. Agenda
2. Minutes of the Library Trustees Meeting held on March 17, 2015
3. Sherborn Library Board of Trustees Building Committee Candidates
4. Sherborn Endowment Fund Balances, as of March 31, 2015
5. Sherborn Library FY2015 Budget Status Report
6. Library Director's Report