

# Saugus Public Library

## Board of Trustees

### Minutes

5.12.16

Saugus Public Library – Community Room

#### Persons Present:

Debra Dion Faust, Vice Chair, Acting Chair  
Cynthia Fordham, Trustee  
Laura Flynn, Trustee  
Roseann Luongo, Trustee  
Gail Murray, Trustee

#### Absent:

Michael Coller, Trustee

Quorum: Yes

Personnel Present: Brian Hodgson, New Library Director

Call to Order: The meeting was called to order by Debra Dion Faust at 6:34 p.m.

Approval of Minutes: Motion to Approve March 3, 2016 and March 11, 2016 minutes made by Debra Dion Faust and approved unanimously; April 2016 minutes as amended.

Public Comments: Member of the New Friends to

#### Monthly Financial

##### Statement:

Debra Dion Faust started to review the finances; approximately 80% of budget spent, this makes sense since there are approximately 2 months left.

#### Communications &

##### Correspondences:

Fae Salinas concerned about overbooking and scheduling conflict for 3/11/16 meeting because there was a craft, zoning board meeting and special library meeting all at the same time.  
Suggestion from Brian to utilize the room booking software in a broader way.

#### Library Director

##### Report:

- Priority to get up and running and then plans to explore possible innovative initiatives.

New Friends of Saugus Public Library: Pam gave an update: Currently there are 55 dues paying members, current balance of \$41,599.14, balance before approving following programs: \$300 for Program RI programs of computers, \$300 program on MineCraft (Oct), \$200 for the Bubble Man, \$200 for the summer olympics program, \$200 for the summer reading program and for each book you read you get to vote for the Olympic activity (jump rope, etc), 5/26/16 culinary delights, annual helpers luncheon last month, passes for the Peabody Essex Museum, shop hannafor's this month and purchase a blue Hannaford's bag and the Friends receive a \$1 for the Month of May. Entire board and officers are in place for September; appointed annually; trying to get Steve Puleo to come back to do a book reading for his new book; in December they will be doing the Winter Wonderland event shopping, crafts; in Spring will do the 3<sup>rd</sup> annual books in bloom program; check the website for more information.

Chair Report: NA

Old Business:

- A. Library Director: Brian Hodgon is the New Library Director and started on 5/9/16.
- B. Security: The Library needs lights for the parking lot and possible cameras to deter inappropriate activity.
- C. Meeting Room Policy: need a policy
- D. Fines for Books: fees mount up for parents who take out children's books.

New Business:

- Positions: We will meet in June to vote:
  - Gail Dion Faust, Chair
  - Laura Flynn, Vice Chair
  - Roseann Luongo, Secretary
- Meet + Greet Event for the New Director: New Director will talk to Amy about potential dates for this type of event and will then circle back with Board of Trustees to about the event and when they will visit schools.
- Summer Schedule: Gail thinks that they Library should not go to a summer schedule until after school is adjourned for the summer. Brian will look at the budget + employment agreements to see if we can consider staying open on Saturdays into June in 2017. Starting Memorial Day weekend the Library is closed on Saturdays through Founders Day.

Public Comments: None

Adjournment: Debra Dion Faust moved to and seconded by Gail Murray at 7:14PM.

**Approved 5-0**

Next Meeting: The next regular meeting is to be held on Thursday, June 2<sup>nd</sup> at 6:30 p.m.

Respectfully Submitted,

Roseann Luongo  
Trustee