

**Saugus Public Library  
Board of Trustees**

Debra Dion Faust – Chair  
Laura Flynn- Vice-Chair  
Naomi Handler - Trustee  
Roseann Luongo- Secretary  
Gail Murray - Trustee

**Posting Date:** January 9, 2018  
**Meeting Date:** January 11, 2018  
**Time:** 6:30PM  
**Place:** Saugus Public Library  
**Posted By:** Debra Dion Faust, Chair

Meeting Agenda:

1. Call to order, meeting called to order by Debra Dion Faust @ 6:35PM.
2. Roll Call, Roseann Luongo performed the roll; all but Naomi present.
3. Approve minutes- December 7, 2017. Motion to accept the December minutes made by Gail Murray, seconded by Laura Flynn. **Passed unanimously.**
4. Public Comments
  - a. N/A
5. Monthly financial statement
  - a. Spending on track.
6. Communications/correspondence
  - a. None.
7. Library Director's report
  - a. See attached.
8. New Friends of the Saugus Library comments
  - a. They are selling bags.
9. Chair report
  - a. None.
10. Old business
  - a. Look over Alan's amended Gift policy, discuss, and approve
    - i. Motion to accept the amended Gift policy made by Roseann Luongo, seconded by Laura Flynn.  
**Passed unanimously.**
  - b. Revisit Handicapped Parking situation- Gail

- i. Gail spoke with the Chair of the Board of Selectman and has asked for new lines to be painted for the handicapped spots in the parking lot once the weather warms up, and a sign to better mark the handicapped spot in front of the building.
- c. Revisit Certificate of Receipt of Open Meeting Law Materials.
  - i. Tabled because Naomi is not here.
- d. Review Alan's first quarter goals and set second quarter goals:
  - 1. Quarterly update on outreach
  - 2. Rebranding library image (relevancy for tweens and teens)
    - a. Teens teaching teens
    - b. Resume workshop
  - 3. Finalize, Support and defend budget
  - 4. Keeping us updated on staff development training session
- e. Food for Fines extension (Gail)
  - i. After speaking with the Chair of the Board of selectmen, who voiced no objections to the plan, the food for fines will be extended through the end of February 2018, with the collections given to all three food banks in town over the course of the three months.

11. New business

- a. Begin to look over by-laws for amendment. Changes were proposed by Chair Debra Dion Faust on pages 1, 2, and 3 of the by-laws, discussed and agreed upon by the Board, which was asked to look over those three pages for any possible further changes for the next meeting. Then pages 4-7 will be reviewed next month.

12. Public Comments

- a. None

13. Adjournment. Motion to adjourn made by Laura Flynn and seconded by Roseann Luongo. Meeting adjourned at

7:42 PM