

**Saugus Public Library
Board of Trustees**

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

Posting Date: May 7, 2019
Meeting Date: May 9, 2019
Time: 6:30 PM
Place: Saugus Public Library
Posted By: Debra Dion Faust, Chair

Meeting Agenda:

1. Call to order
2. Roll Call
3. Approve Minutes of April 4 meeting
4. Public Comments
5. Monthly financial statement
6. Communications/correspondence
7. Library Director's report
8. New Friends of the Saugus Library comments
9. Chair report
10. Old business
 - a. Trustee Sullivan- update on strategic planning process
 - b. Director Thibeault- update on digital signage for library
11. New business
 - a. Trustee Sullivan- discussion of whether to open the Library for limited hours on Founder's Day as an incentive to bring in some members of the community
 - b. Director Thibeault- Vote to approve delayed opening for quarterly training on May 8th (retroactive) and May 28th.
 - c. Director Thibeault- Vote to authorize additional spending from State Aid Account up to \$3,000.00 to cover unexpected fiscal year-end expenses.
 - d. Director Thibeault- discussion of patron-suggested town priority for entrance to story hours
12. Public Comments
13. Adjournment

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Posting Date
Meeting Date May 9, 2019
Time: 6:30 PM
Place: Saugus Public Library
Posted By: Debra Dion Faust, Chair

Meeting Minutes

Call to order:	Meeting called to order at 6:34PM by Chair Faust
Roll Call:	Roseann Luongo, excused.
Approval of Minutes:	Chairwoman Dion-Faust asked for a motion to approve the April minutes, with 1 correction. Trustee Handler made the motion, Trustee Sullivan 2nd, all in favor. The motion passes.
Public Comments:	None
Monthly Financial Report:	See report presented by Director Thibault Trustee Murray asked about the Library Fines & Fees as well as copy fees. Director Thibault explained that they don't empty the machines every week, and the 1-off's that we are seeing was cash given at the desk.
Communications/Correspondence:	None
Library Director's Report:	See report presented by Director Thibault. Director Thibault will be on vacation the first week in June. June meeting will be held on June 13.
New Friends of the Saugus Library:	None
Chair Report:	Chairwoman Dion-Faust had sent out an email about positions. Michael interested in Chair, Rose Vice Chair, Deb Secretary.
Old Business:	Strategic Planning, There were 136 community survey respondents. Barbara has enough data along with the focus groups. Next, the Trustees will discuss a Mission and Vision Statements. This will be discussed over the summer and hopefully we will have a plan to present in September. We would ask that 50% of the September

	<p>meeting be dedicated to the plan. Once approved, it then it goes to the MBLC. Then the plan would be publicized to the community.</p> <p>Looking into using a WebEx or GoTo Meeting.</p>
<p>New Business:</p>	<ul style="list-style-type: none"> A. Trustee Sullivan suggested that maybe have limited library hours during Founder's Day. Trustee Murray commented that what was found was that it was too much on the Staff in regards to crowd control. Director Thiebault said the staff has the day off. B. Director Thibeault asked to Transfer \$3,000 from State Aid to cover any budget overages if it happens. Motion was made by Trustee Sullivan, Trustee Murray seconded, Motion, all in favor. The motion passed. C. A Mom was not allowed entrance into the Music and Mother Goose story time because the program was full and she was upset. There was discussion about the process. Trustee Handler who attends frequently with her daughter sais she likes the process where you get your number and it's capped at 50. Director Thibault pointed out that Music and Mother Goose is a very intense performance show and there needs to be room for the children to move. Usually 30-35 children attended. There was more discussion, but no changes will be made to the process at this time. D. Director. Thibeault presented the revised Senior Citizen Policy. Motion was made by Trustee Sullivan, Trustee Murray seconded, all in favor. The revision will be accepted into the library's Rules and Regulations and posted on the website.
<p>Public Comments:</p>	<p>None.</p>
<p>Adjournment:</p>	<p>Motion to adjourn the meting at 7:00 PM was made by Trustee Sullivan, seconded by , seconded by Trustee Handler. Motion passed unanomously.</p>

Respectfully Submitted by Laura Flynn, Vice Chair