

**Saugus Public Library
Board of Trustees**

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

Posting Date: October 1, 2019
Meeting Date: October 3, 2019
Time: 6:30 PM
Place: Common Room, Saugus Public Library

Posted By: Alan Thibeault, Director, Saugus Public Library

Meeting Agenda:

1. Call to order
2. Roll Call
3. Approval of Minutes for the September 12 meeting
4. Public Comments
5. Monthly financial statement
6. Library Director's report
7. Chair's Report
 - a. Foundation Gala October 19 at 7 PM
8. New Friends of the Saugus Public Library comments
9. New business
 - a. Request to earmark State Aid to Public Library funds for FY 2020
10. Public Comments
11. Adjournment

**Saugus Public Library
Board of Trustees**

Michael Sullivan- Chair
Roseann Luongo- Vice-Chair
Debra Dion Faust – Secretary
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Gail Murray – Trustee

Posting Date: September 30, 2019
Meeting Date: October 3, 2019
Time: 6:30 p.m.
Place: Common Room, Saugus Public Library

Posted By: Alan Thibeault, Director, Saugus Public Library

1. Chairman Sullivan called the meeting to order at 6:34 p.m.
2. Roll Call- Trustees Flynn and Handler were absent. Chairman Sullivan and Trustees Faust, Luongo and Murray were in attendance.
3. Approval of Minutes for the September 12 meeting- Secretary Faust moved and Vice-Chair Luongo seconded approval of the minutes. **The motion passed unanimously.**
4. Public Comments- None. No members of the public were present.
5. Monthly financial statement- Director Thibeault said that the Town Treasurer explained that it would be easier just to spend down the \$4,620 in the Cultural Council Account for FY 2020 than to have to transfer it elsewhere within the budget for use; with that in mind, the Library will simply use the money for programs and books until it has been expended.
6. Library Director's report- (See also Library Director's report.)

Director Thibeault reported that the Library's Book Sale on the delayed Founder's Day on October 14 earned \$800, which exceeded last year's total. Given that the crowd was lighter this year than last because of the postponed event, that was a good take. The 5-year strategic plan approved by the Board at September's meeting has been approved by the MBLC, so we are current with all expectations of information submitted to the MBLC. At a NOBLE meeting Director Thibeault learned that the state aid received by the library would increase this fiscal year by 1.5%, or \$594 in additional funds.

The Financial and Application & Compliance reports for the MBLC have been completed and signed by Director Thibeault and Chairman Sullivan and submitted electronically. A hard copy will follow tomorrow. We should thus be eligible for full certification and State Aid to Public Libraries in FY 2020.

Historian Jeremy D'Entremont will be presenting a program "Haunted Lighthouses of New England" on 10/29/2019. This free event is sponsored by the New Friends of the Saugus Public Library.

There will be several children's and young adult programs for Halloween in the weeks to come. On 10/17 Goblins and Giggles—children's stories for Halloween, will be in the Community Room from 3:30 – 4:30 p.m. On 10/22/2019 Halloween Henna for Teens will take place in the Brooks Meeting Room from 3 – 5 p.m.

The Homework Help will be expanding this school year to include help for middle schoolers staffed by high school students, in addition to the established program of help for grade schoolers staffed by middle school students.

Trustee Luongo offered to assist Director Thibeault in his plans to benchmark similar communities in terms of library staffing, compensation, and budget, as this is her professional responsibility and she is familiar with templates and plans.

7. Chair's Report

- a. The Foundation's Gala will take place on October 19 from 7 – 10 p.m.
- b. Chairman Sullivan met with the New Friends yesterday evening, and learned of their plans for this coming fiscal year, having a good time during the process.
- c. No correspondence has been received other than the regular communications received from the MBLC through e-mail by all trustees.

8. New Friends of the Saugus Public Library comments- None. No members of the New Friends were present.

9. New business

- d. Request to earmark State Aid to Public Library funds for FY 2020- Director Thibeault, according to a motion passed by the board during one of last year's meetings, has been limited to the use of \$20,000 per year from the State Aid account, always leaving a prudent reserve of \$100,000 in case of catastrophic circumstances. For 2020 he has asked for \$6,500 for materials, \$9,000 for programs and program supplies, \$2,500 for supplies and furnishings for the library, and \$750 in professional development, so that he can pay a few small entry fees or offer staffers mileage for attending certain programs, for a total of \$18,750 of his allotted \$20,000. Secretary Faust moved and Trustee Murray

seconded approval of this request for earmarked funds. **The motion passed**

unanimously.

- e. Trustee Murray reported that the MLA is protesting the Macmillan Corporation's embargo on e-books in the library—a system by which only one copy would be available in a given institution for the first eight weeks of publication. In the discussion that ensued, Trustee Luongo likened it to movies—for the first span of time only first-run houses can show movies, and only after the passage of time do they become available to individual viewers to purchase. This is what Macmillan is now trying to do with e-books and audiobooks.
 - f. She also mentioned that it is rapidly becoming Food for Fines time. Vice-Chair Luongo moved and Secretary Faust seconded to begin this year's Food For Fines program on November 1 and run it through February 29, 2020. **The motion passed unanimously.**
10. Public Comments- None. No members of the public were present.
11. Adjournment- Motion to adjourn was made by Trustee Murray, seconded by Secretary Faust at 7:27 p.m.. **The motion passed unanimously, and the meeting adjourned.**