

Norfolk Public Library
Board of Library Trustees

October 24, 2018

A regular meeting of the Norfolk Public Library Board of Trustees was held on October 24, 2018 at the Norfolk Public Library. In attendance were the following trustees: Kenneth Nelson, Glenn Hill, Acting Director Sarina Bluhm, and Friends member Barbara Byron. Kenneth Nelson called the meeting to order at 6:15pm.

Approval of Minutes

The minutes of the September 19, 2018 meeting were approved.
The minutes of the September 25, 2018 special meeting were approved.
The minutes of the October 3, 2018 special meeting were approved.

Public Comment

There was no public comment.

Director's Report

Sarina Bluhm reported that preparations for the arrival of Elisabeth O'Neill are complete.

The New England Skate club requested a meeting room for a babysitting program. Adult supervision has been arranged. The request was approved. Further consideration of such requests will be subject to findings determined during 6 month trial period. The practice will be reviewed at the April, 2019 Trustee meeting.

The self-check workstation replacement project will be budgeted for FY20.

A digital display screen will be installed behind the circulation desk. The cost is \$3,100, and will be funded from the computer workstation replacement budget.

A new inventory wand will be purchased.

The SAILS Executive Director will retire. A replacement has been hired.

The SAILS assessment for FY20 was received, and includes a 1.72% increase.

Friends Report

Barbara Byron reported the Friends will re-up membership in the Massachusetts Federation of Libraries. Libby O'Neill will attend the November meeting of the Friends.

Old Business

The Electronic Services Policy was approved with changes.

New Business

The About the Board of Library Trustees 1-Page, and Meeting Room Use for Non-Library Sponsored Events Policy will be emailed for review at the November meeting.

Next Meeting

The next meeting of the Trustees shall be held on November 14, 2018 at 6:15 PM in the Norfolk Public Library.

Adjournment

The meeting adjourned at 6:38pm.

A handwritten signature in cursive script, appearing to read "Glenn Hill".

True copy respectfully submitted, Glenn Hill, Clerk