

MINUTES OF THE WHITINSVILLE SOCIAL LIBRARY BOARD OF TRUSTEES MEETING HELD ON 23 AUGUST 2018 IN THE SOCIAL LIBRARY'S HISTORICAL ROOM

BOARD MEMBERS PRESENT: CAROL BROUWER, ANN WILLIAMS, JOHN BROUILLARD, BARBARA LEONARD, AND JEANNE GOULD

OTHER ATTENDEES: REBECCA SASSEVILLE, LIBRARY DIRECTOR, AL LAMOREAUX, TREASURER, AND DONNA COLEMAN, SCRIBE.

THE MEETING WAS CALLED TO ORDER AT APPROXIMATELY 4:00 PM BY REBECCA SASSEVILLE. MINUTES FROM THE PREVIOUS MEETING WERE FOUND TO NEED A CORRECTION. IT WAS ERRONEOUSLY STATED THAT A FORMER VOTE HAD BEEN 3-1. IT WAS CORRECTED BY JOHN BROUILLARD TO 3, AND ONE ABSTAINING. CAROL BROUWER MOTIONED TO ACCEPT THE CORRECTION AND IT WAS SECONDED BY ANN WILLIAMS.

CAROL BROUWER MADE A MOTION TO GO INTO EXECUTIVE SESSION. SECONDED BY JOHN BROUILLARD. MINUTES OF THE EXECUTIVE , CORPORATION SECTION MUST BE SEPARATE FROM THE REGULAR MINUTES.

RETURNING TO REGULAR SESSION, JEANNE GOULD PROPOSED THAT THE NEXT MEETING BE CHANGED FROM SEPTEMBER 20 TO SEPTEMBER 27, AS SHE HAS A CONFLICT FOR THE FIRST DATE. IT WAS DECIDED THAT THE NEXT MEETING WILL BE SCHEDULED FOR SEPTEMBER 27 AND THERE WILL BE A TREE DEDICATION IN HONOR OF MR JOHN RAUTH BEFORE SUCH MEETING. IT WAS FELT THAT DARKNESS COULD BE A FACTOR IN THE TREE PLANTING CEREMONY AND THAT POSSIBLY LIGHTING FROM THE TOWN COULD BE REQUESTED. IT WAS DECIDED THAT 6:30 PM WOULD BE AN APPROPRIATE TIME.

JEANNE GOULD ASKED THE LIBRARY DIRECTOR FOR A COPY OF THE CORPORATORS, AND ONE WAS AVAILABLE. HOWEVER, SHE WISHED FOR A MAILING LIST AS WELL.

IT WAS ASCERTAINED THAT BYLAW CHANGES MUST BE MAILED TO SUCH CORPORATORS THIRTY DAYS BEFORE THE CORPORATOR'S MEETING.

REBECCA INTRODUCED MISS HELEN O'HARA TO THE GROUP. HELEN IS THE REPLACEMENT FOR THE POST OF CHILDREN'S LIBRARIAN VACATED BY THE RETIREMENT OF MARCIA NICHOLS.

OTHER EMPLOYEE NEWS INCLUDED THE LEAVING OF MICHELLE MOWRY TO STUDY FORENSICS, WITH KAREN GAGNER TAKING THE POSITION OF SENIOR LIBRARY ASSISTANT. AMY FROM BLACKSTONE WILL WORK AS A LIBRARY ASSISTANT HERE AS WELL AS IN THE BLACKSTONE LIBRARY.

BETHANY WALKER IS CURRENTLY UPDATING DATE TO THE FOLLOWING SITE:

[whitins.library@omeka.net](mailto:whitins.library@omeka.net). A SIGNIFICANT PART OF THE DATA INCLUDES THE COLUMNS OF HISTORIAN PETER HACKETT.

CAROL BROUWER ASKED IF THE SPINDLE WILL BE UPLOADED AS WELL. THE BASIC YEARLY FEE FOR THE SITE IS \$20.00, AND THE PLUS PLAN IS \$35.00 YEARLY.

REBECCA NOTIFIED THE GROUP THAT THE ANNUAL REPORT TO THE MASS BOARD OF LIBRARIES MUST BE FILED BY OCTOBER 5, 2018. IT WAS NOTED THAT OUR REPORT DOES NOT INCLUDE UTILITIES OF SECURITY CAMERAS BY CUSTOM ALARM WILL BE BETWEEN SEPTEMBER 12 AND

14<sup>TH</sup>. AS THEY ARE PAID BY THE TOWN.

REBECCA STATED THAT SHE HAD COMPLETED HER BUSINESS FOR THE MEETING. TO HONOR MARCIA'S RETIREMENT, SHE WAS GIVEN A CAKE DESIGNED LIKE A BOOK AND A \$50 GIFT CERTIFICATE TO THE SOLE PROPRIETOR RESTAURANT IN WORCESTER. THERE WAS NO FURTHER UNFINISHED BUSINESS.

WITH REGARD TO NEW BUSINESS, ALL LAMOREAUX, TREASURER, STATED THAT HE WISHES TO MEET WITH THE TOWN ADMINISTRATOR TO DISCERN EXACTLY WHAT THE TOWN PAYS WITH REGARD TO THE LIBRARY. HE WOULD LIKE A SPECIFIC LIST. ADDITIONALLY, HE WOULD LIKE INFORMATION ON THE PREVAILING WAGE LANGUAGE.

IT WAS POINTED OUT THAT IF THE CORPORATION IS FUNDING A PROJECT, THE PREVAILING WAGE LANGUAGE IS NOT APPLICABLE.

AS ONLY A FEW LIBRARIES IN THE STATE ARE CORPORATIONS, THERE WAS A QUESTION ABOUT WHO PAYS THE REAL ESTATE TAX FOR THE RENTAL PROPERTY ON COTTAGE ST.

ANN WILLIAMS PRAISED REBECCA FOR HER WORK ON THE INSTAGRAM ACCOUNT, WHICH INCLUDES THE EMAILING OF PATRONS' RECEIPTS.

JOHN BROUILLARD MADE A MOTION TO ADJOURN THE MEETING AT 5:00 PM. IT WAS SECONDED BY ANN WILLIAMS.

RESPECTFULLY SUBMITTED,

A handwritten signature in cursive script that reads "Donna Coleman".

DONNA COLEMAN