

EAST LONGMEADOW PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
Meeting Minutes for June 20, 2018

The East Longmeadow Board of Library Trustees held its regular monthly meeting on Wednesday, June 20, 2018 at the East Longmeadow Public Library, 60 Center Square, East Longmeadow, MA. Trustees present were: David Boucher, Melanie Mannheim, Cindy MacNaught, Virginia Robbins and Diane Tiago. Michael Gray was absent. Layla Johnston, Library Director, was also present.

I. Call to Order:

Chairperson Diane Tiago called the meeting to order at 6:00 pm.

This meeting was audio and videotaped for future broadcast on ELCAT.

II. Meeting Minutes

Minutes for the May 16, 2018 meeting needed approval. Diane Tiago noted one correction. Melanie Mannheim motioned to accept the minutes as presented. Virginia Robbins seconded, and the motion passed unanimously.

III. GUESTS' OPPORTUNITY TO ADDRESS THE BOARD

None

IV. DIRECTOR'S REPORT

A. Narrative: The Director's report of June 20, 2018 brought the Trustees up to date with regards to the light fixtures. Digital books and OverDrive information was presented. The Summer Reading Kick Off event will be held on Thursday, June 21, 2018. A "Libraries Rock!" brochure was passed around for viewing.

For additional details, see the Director's report of June 20, 2018.

B. Financial Report: Layla Johnston submitted an abbreviated Financial Report.

David Boucher made the motion to accept the Directors Report and Melanie Mannheim seconded the motion and the motion passed unanimously.

V. NEW BUSINESS

None

VI. OLD BUSINESS

Overdue Fines and the Borrowers Policy

Diane Tiago suggested we all take a moment for each of us to speak briefly about what our viewpoints are on these topics. A variety of creative ideas and opinions were presented. Some suggestions included were: reducing fines; take a dollar off the patron's account in late fees for each canned good they donate to the Senior Center; consider a two day grace period for late fines; or have a family cap amount set in place. A discussion began among the Trustees and ideas were presented.

The Board decided to change the DVD late fee amount.

Cynthia MacNaught made a motion to change the DVD late fee from \$1.00 per day to a 10 cents per day late fee.

Melanie Mannheim seconded the motion and the motion passed unanimously.

The Board agreed to try a one day a month "fine free day". This will occur on the second Friday of every month for six months and on a trial basis only. The Library will start this trial in July 2018.

The board will continue to evaluate the current overdue fines and Borrowers Policy and discuss at future meetings.

VII. LIBRARY FRIENDS' NEWS

Melanie Mannheim provided an update of the Friends' activities:

1. The Friends just ended their year with the last meeting for the summer months and we will resume as normal in September 2018.
2. We organized and finalized our dates of all Friends sponsored events for September 2018 through June 2019.
3. The first Friends sponsored event will take place on Saturday, September 15, 2018 and with that event, Greg Maichack will be here at our library for our next free painting program.
4. The Friends have an updated "Friends brochure" for patrons to peruse and take home with them. Many thanks to Diane Tiago for her work on this brochure.
5. Friends President, Laura Palmer announced she will soon be retiring and she looks forward to acquiring a new Friends President to guide us in this transition.
6. A brand new bocce ball set was donated to the library's Summer Outdoor Collection. This also came with an official bocce ball book. Many thanks to Mom & Rico's (Daniele's Specialty Market), located in Springfield, MA for their donation and continued support.

VIII. NEXT MEETING

The next meeting of the Board of Library Trustees will be held on Wednesday, July 18, 2018 at 6 pm.

IX. EXECUTIVE SESSION

Cynthia MacNaught made a motion to enter into an executive session at 7:00 pm for the purpose of discussing Article II, Section 3 of the Trustees by-laws. David Boucher **seconded the motion**. A roll call vote was taken and the results were as follows:

Cindy MacNaught - Yes
David Boucher - Yes
Michael Gray - absent
Melanie Mannheim - Yes
Diane Tiago - Yes
Virginia Robbins - Yes

The board returned to open session at 7:13 pm.

X. ADJOURN

Melanie Mannheim motioned to adjourn the meeting at 7:16 pm. David Boucher seconded the motion, and it passed unanimously.

Respectfully submitted,
Melanie Mannheim, Secretary

www.eastlongmeadowlibrary.org
60 Center Square, Suite 2
East Longmeadow, MA 01028
413-525-5400 ext. 1500