

MORRILL MEMORIAL LIBRARY
Norwood, Massachusetts

BOARD OF TRUSTEES
Minutes November 8, 2016

Trustees: Sarah Begg; John Hall*; Deborah Henry;
Patricia Hines, Vice Chair; Susan Pipes, Chair; Cashman Kerr Prince
Director: Charlotte Canelli*
Staff representatives present: Diane Phillips; Irene Gotovich
Recording Secretary: Amy Chandler-Nelson
* Denotes absence

Ms. Pipes called the meeting to order at 7:32 p.m.

MINUTES

A motion was made/seconded (Prince/Begg) to approve the Consent Agenda items, including the October 11, 2016 minutes of the open session meeting; the minutes of the October 11, 2016 Executive Session; the Financial Report; and the Director's Report. All voted in favor, noting that Ms. Canelli was not present during the discussion of the Director's review, but was present during the rest of the Executive Session.

WARRANT

The warrant was presented by Ms. Pipes and signed by all trustees present.

CORRESPONDENCE

Due to Ms. Canelli's absence, the Fiscal 2018 Budget Request document, dated October 31, 2016 from the Town of Norwood accountant, will be discussed at the December meeting.

FINANCIAL REPORT

Current FY17 Budget Status This was approved in Consent Agenda.
FY17 Special Funds Report This was approved in Consent Agenda.
FY18 Budget Update This was approved in Consent Agenda.
Current Revolving Fund Update This was approved in Consent Agenda.

DIRECTOR'S REPORT

Current 2017 Circulation Statistics This was approved in Consent Agenda.
Director's Advocacy/Marketing Report This was approved in Consent Agenda.
Facilities Update: Capital Outlay Projects Update This was approved in Consent Agenda.
Technology Report: This was approved in Consent Agenda.

Departmental Reports: This was approved in Consent Agenda.
News Releases This was approved in Consent Agenda.
Personnel Report: **This was approved in Consent Agenda.**
Programming This was approved in Consent Agenda.
Friends of the Library This was approved in Consent Agenda.
Search Warrants There were no Search Warrants.
Miscellaneous Advisories There were no Miscellaneous Advisories.

OLD BUSINESS

Noise in the Library/Teen Behavior Aside from staff having to remove teens from a room when they were looking at their phones, it has been quiet.
Outreach Policy Draft Mr. Prince and Ms. Begg thought the draft policy looked good, and strikes a good balance. A motion was made/seconded (Price/Hines) to accept the policy as written. All voted in favor.
Employee Handbook Update The employee handbook is dependent on the outcome of contract negotiations. There has been no movement on this, in the meantime.
Collective Bargaining Agreement with Library AFSCME Group Because this is a sensitive topic and might have an adverse impact on ongoing negotiations, a motion was made/seconded (Prince/Begg) and voted unanimously by roll call vote that the collective bargaining discussion be moved into Executive Session following tonight's open session. The Board will reconvene in open session at the conclusion of the executive session only for the sake of adjournment.
Director's Evaluation and Contract A motion was made/seconded (Begg/Henry) to move a discussion of a sensitive personnel topic regarding the Director's evaluation and pending contract renewal into Executive Session. All voted in favor by roll call vote. The Board will reconvene in open session at the conclusion of the executive session only for the sake of adjournment.

NEW BUSINESS There was no new business to be discussed.

The next meeting is scheduled for December 13, 2016, at 7:30 p.m.

STAFF/PUBLIC REMARKS

There were no public remarks.

TRUSTEES' REMARKS

Ms. Begg, Ms. Henry, Ms. Hines, Mr. Prince, and Ms. Pipes gave a brief overview of the books they are reading. Those Book Notes, including a recommendation from Ms. Phillips and Ms. Gotovich, can be found attached with titles, authors, book covers and links to the library catalog.

A motion was made/seconded (Prince/Begg) and voted unanimously at 8:50 p.m. by roll call to conclude the public meeting, which will re-open only to close upon the conclusion of Executive Session. Ms. Phillips and Ms. Gotovich left the room at 8:50 p.m., and Executive Session followed.

A motion was made/seconded (Prince/Henry) and voted unanimously at 9:15 p.m. to adjourn the meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Amy B. Chandler-Nelson", is written on a light yellow rectangular background.

Amy B. Chandler-Nelson
Recording Secretary