

*Wilbraham Public Library  
Board of Trustees  
Minutes  
September 18, 2018*

Present: Marjorie Williams, Ray Burk, Jim Jurgens, Karen Grycel, Karen Demers

Called to order at 5:30 p.m.

The minutes of June 14, 2018 were approved as amended.

The minutes of August 14, 2018 were approved.

The group reviewed the Disaster Plan. Ray moved to accept it as presented.

Karen reviewed upcoming programs -  
Film Movement Sept. 24  
Cookbook Club – Sept. 25  
Abigail Adams presentation – Oct. 3  
Storytime session begins Sept. 19<sup>th</sup>  
Lecture on North Korea – Oct. 10<sup>th</sup>

Karen reminded the group to complete the SOAR exercise for the Strategic Plan. She distributed the staff comments for the trustees to review.

Karen discussed the new self-check kiosk that is on order.

Karen distributed the quote for the ceiling painting from Ray Monette. We are still awaiting the drywall quote.

Karen completed the State-aid report and we should be all set to meet the MAR this year.

The FY2020 MAR is \$731,223.

We cannot post the Borrower Services Coordinator position until after the UPSEU contract is finalized.

The Children's Department will be working on a survey to distribute in the spring.

Karen distributed a comparison of children's staffing and programs of several other communities. Although Wilbraham ranks high in collection use, we rank 7 out of 10 in programs.

Ray gave the Friends report -  
Looking for a clerk and a president  
Peach Blossom Festival brought in \$133  
The bus trip is scheduled for Oct. 2  
Banish Misfortune will perform again in February

Karen will talk to Mike Gallerani about lighting in the Children's Juvenile Fiction area.

Karen reached out to Stoughton Smead regarding the high density shelving for the basement. She is awaiting his answer.

The HVAC project is being addressed by Ron.

There is \$58,000 in LIFT.

The library launched the partnership with Burbio for community calendars.

Adjourned at 7:30 p.m.

Respectfully submitted,  
Karen Demers  
(temporary scribe of Marjorie's notes)