

FITCHBURG PUBLIC LIBRARY
BOARD OF TRUSTEES
January 10, 2018, 6:30 P.M.

FITCHBURG PUBLIC LIBRARY
610 Main Street, Fitchburg, MA

Trustees present were: Chair Jim Walsh, Matthew Bruun, Rob Favini, Mary Rice Hurley, Joanne Huse, Cynthia Jones and Michael Phaneuf. Also present were Director Sharon Bernard, Assistant Director Jean Tenander, and Councilor At Large Samantha Squailia.

PUBLIC COMMENT

There was no public comment.

CALL TO ORDER

The meeting was called to order at 6:30 p.m.

APPROVAL OF THE MINUTES of December 13, 2017

The minutes of the December 13, 2017, Board Meeting were approved.

CHAIR'S REPORT

Chair Jim Walsh said he had nothing to report at this meeting because he wanted to talk to Director Bernard about a matter first.

LIBRARIAN'S MEETING

The Director mentioned in particular an Irish program of music on Sunday March 11. She also said Library staff were working on a picture book and text about use of the Children's Library, which will be funded by an LSTA grant. The Library has hired a professional artist and writer to create the book which will be distributed to kindergarten children who will visit the Youth Library with their class.

Director Bernard reported that she and Jim Walsh had attended a meeting promoting libraries and discussing the process of supervising renovation or construction of a new building. She said the guest speaker had been extremely informative.

Director Bernard has fund raising and library newsletters in her office for any trustee to review.

COMMITTEE REPORTS

Finance Committee-Michael Phaneuf distributed the most recent financial report from Jim Hohman. He said he had talked with Mr. Hohman and that he had not predicted anything untoward in the near future. All the investments have increased this year.

Legislative Affairs Committee-The MBLC has released the legislative agenda and the budget request for FY2019. March 6 is Legislative Day.

Policy Committee-Director Bernard said the revision of the Collections Development Policy is still a work in progress. She will bring it to the next meeting.

NEW BUSINESS

Director Bernard said a hold was received from a non-certified library. She said Fitchburg should have a specific policy regarding our relationship to uncertified libraries. She has printed various policies from other libraries which she will distribute to the Trustees and a policy can be written and voted on at the next meeting.

OLD BUSINESS

There was no old business.

ADJOURNMENT

The meeting was adjourned at 7:05 p.m.

Respectfully submitted
by Jean Tenander
for Cynthia Jones

December, 2017

**RE: Fitchburg Public Library
First Financial Trust – Agent**

Reconciliation of Accounts – 12/1/2017 – 12/31/2017

Balance Per Trust Books – 11/30/2017 **\$ 56,032.40**

Receipts

Investment Income	\$ 4,716.12	
Rec'd donation from Nicholas Porcella	\$ 50.00	
Rec'd refund from JD Power	\$ 115.00	\$ 4,881.12

Expenditures

Deposit to Checking Account	\$ 2,705.09	
Bank Fees	\$ 1,332.85	\$ 4,037.94

Balance Per Trust Books as of 12/31/2017 **\$ 56,875.58**

Balance 12/31/2017

Unrestricted	\$ 17,956.22
Restricted	\$ 36,993.99
Wallace	\$ 1,925.37
Total	\$ 56,875.58