

**Board of Trustees**  
**Executive Committee**  
**Wednesday, March 6, 2019, 8:30 am**  
**Byers Davidson Room, Saunders House**  
**2 Dale Avenue, Gloucester, MA**

**Attendance:** Fran Aliberte (Skype), John Brennan, Joe Grella, Priscilla Malboeuf, and Library Director Deborah Kelsey

**Not Present:** Fred Cowan

1. Call to order. This meeting is being recorded.
2. Welcome and introductions
3. Approval of the Minutes for January 2, 2019: Joe moved to approve the minutes as presented; Priscilla seconded and the minutes were approved. And February 6, 2019: Joe moved to approve as presented; John seconded; the minutes were approved with one abstention.
4. Discussion/Report
  - a. Budget, Finance and Investment – Joe
    - i. The Committee is meeting tomorrow to start planning for FY20. Joe will meet in the coming days with committee chairs to discuss budgets.
    - ii. Deborah will work on the City portion of the budget. The union contract is under negotiation. Current contract salary guidelines are a stumbling block to hiring and retaining qualified/experienced library staff.
  - b. Building & Grounds – Joe
    - i. SafeGuard Blue is invoicing every other week.
  - c. Library Building & Saunders House Projects – Deborah
    - i. The next public meeting is scheduled for March 20<sup>th</sup>. The group discussed the best venue, how to promote, and reaching out to a younger audience.
    - ii. The group discussed combining the Building and Fundraising Committees, and who might lead the combined group.
  - d. Fundraising – Deborah
    - i. Deborah is meeting with Library Strategies later today to brainstorm steps for moving forward.
    - ii. We still need to find Board members for the Foundation. Attorney Liz Reinhardt suggested approaching the same list again. We need to be clear about qualities we are looking for in Board members. We will ask the SFL Trustees to suggest names.
  - e. Annual Meeting
    - i. Joe will provide a brief financial report.
    - ii. Deborah is working on inviting a speaker. She will approach Amy Lannon of the Reading Library to share her story of a library renovation. If Amy is

unable to speak, Deborah will approach Peter Peterson of Library Strategies to speak.

- f. March 19<sup>th</sup> Board of Trustees meeting agenda
    - i. Fundraising update and needs request per Simon's letter.
    - ii. Bylaws review and changes. Priscilla is reviewing them.
    - iii. John will need to leave the meeting early; Priscilla will lead the meeting in his absence.
  - g. Items not reasonably anticipated by the Chair 48 hours in advance of the meeting
5. Next meeting Wednesday, April 3, 2019, 8:30 am
6. 9:10 Adjourn. There being no further business the meeting was adjourned.

Respectfully submitted, Tracy Bowen

#### **Actions Summary**

Deborah will approach Amy Lannon of the Reading Library to share her story of a library renovation at the SFL Annual Meeting. If Amy is unable to speak, Deborah will approach Peter Peterson of Library Strategies to speak.