

Erving Public Library

Librarians Report July 23<sup>rd</sup> to August 19<sup>th</sup>

**Budget – Operating**

	FY19	Spent	Remaining
01-610-100-51100 Trustees	\$2,250.00	\$0.00	\$2,250.00
01-610-100-51100 Library Director	\$25,797.00	\$3,726.80	\$22,070.20
01-610-100-51100 First Library Assistant	\$21,633.00	\$2,888.94	\$18,744.06
01-610-100-51100 Second Library Assistant	\$10,920.00	\$1,500.00	\$9,420.00
01-610-101-51200 Substitute Librarian	1,000.00	\$0.00	\$1,000.00
01-610-200-55120 Multi-media	17,350.00	\$2,215.50	\$15,134.50
01-610-201-57800 Expenses	2,000.00	\$186.25	\$1,813.75
01610-200-54110 Fuel Oil	2,000.00	\$0.00	\$2,000.00
01-610-200-52110 Electricity	2,000.00	\$451.82	\$1,548.18
01-610-200-52300 Water	500.00	\$0.00	\$500.00
01-610-200-53410 Phone/Internet/Cable	500.00	\$60.91	\$439.09
01-610-200-54300 Building Maintenance	500.00	\$250.00	\$250.00
01-610-203-57810 Programming	1,500.00	\$399.53	\$1,100.47
01-610-204-57800 Automation	4,700.00	\$2,589.00	\$2,111.00
<b>TOTAL</b>	<b>\$92,650.00</b>	<b>\$14,268.75</b>	<b>\$78,381.25</b>

Carry Over / Grants / Revolving Funds	Multiple Years		
01-610-920-5780 Library Computers, etc.	\$406.24	(\$96.97)	\$503.21
01-610-906-57800 Laptops	\$50.04	(\$24.00)	\$26.04
29-300-61001 State Aid	\$16,440.04	(\$15,000.00)	\$1,440.04
29-300-61004 Ezra Jack Keats Fdn.	\$350.00		\$350.00
29-300-61005 Library - Gifts and Donations	\$56.94		\$56.94

<b>SUBTOTAL</b>	<b>\$17,303.26</b>		<b>\$2,376.23</b>
State Aid Committed to the Building Project	\$15,000.00		\$15,000.00
Articles approved at 2015 & 2016 & 2017 Town Mtg. for Construction	\$85,000.00		\$85,000.00
MBLC Grant (\$2.7 Million 1st Payment)	\$544,029.00	\$135,714.00	\$408,315.00
Building Project	\$4,933,007.00	\$300,714.00	\$4,632,293.00

### **New Building – Progress**

Abatement and Demolition of structures at 34 Northfield Road completed.

August 10<sup>th</sup> - Library Committee met with mediator; next meeting is set for August 22<sup>nd</sup>.

August 15<sup>th</sup> – Nat Ketchel, Civil Engineer was on site for storm drain test; met with Committee Member and Civil Engineer, Sara Campbell and discussed proposed underground stormwater infiltration system. Sara also discussed options with Pete Sanders and sent suggestions for changes to save money to the Committee and to OPM and to architects.

August 17<sup>th</sup> – Debra Williams, MIIA (municipal insurance) met with Director Friedman, Chief Blair, Chief Wonka and Administrative Coordinator Smith to discuss and recommend safety at the new library. A summary report will be sent to the Committee, OPM, architects.

### **Staffing**

Andrea DeIuliis has been working for six weeks. She is taking on more responsibilities.

John Wheeler will be leaving us for college. His last day is August 23<sup>rd</sup>.

Jean has a new series of programs prepared for the fall, fun math

### **Traversari Room**

Felton family member contacted Mackensey Bailey.

### **Meetings**

District Librarians met to discuss Community Reading Program; School Librarian met with Director to discuss upcoming programs.

### **Summer Programming**

The six-week program with 24 events or classes attracted patrons of all ages. The Friends organized a sand art craft at Summerfest attracting over 50 participants. The Summer Reading Prize Day, the final program, starts at 5:30 on August 20<sup>th</sup>.

### **Policy Review**

Two policies were distributed at the April Meeting for further discussion: Accepting gifts and the Social Media Policy. These need Trustee approval.

Next Policies to discuss: library behaviors