

Board of Trustees Meeting Minutes
June 8th, 2022
5:30pm
David and Joyce Milne Public Library

Trustees Present: Charles Bonenti (vice-chair), Timothy Cherubini, Robin Lenz, Micah Manary (treasurer), Bridget Spann (chair)

Trustees Absent: Pat Wilk (secretary)

Staff Present: Pat McLeod (library director)

Others Present: Elizabeth Whitney (representing the Friends), Judy Ensign (organizing the 150th anniversary celebration)

The meeting was called to order by Bridget at 5:30pm.

Approval of Minutes from April Meeting: (Bridget Spann)

The minutes for the regular April meeting were presented. Micah moved to approve these minutes, Tim seconded, and all voted in favor, except Robin, who abstained.

Approval of Minutes from May Meeting: (Bridget Spann)

The minutes for the regular May meeting were presented. Edits were suggested about the clarification of getting proposals in writing and removing the exact amount of the McFarland fund. Timothy moved to approve these modified minutes, Robin seconded, and all voted in favor, except Micah, who abstained.

Treasurer's Report: (Micah Manary)

We had no extra expenses this month (other than our commitment to the custodian salary). We need clarification about when exactly the \$900 for tree pruning was spent.

Trustees Annual Fund, balance May 31, 2022	\$46,529.85
May 13, 2022 Withdrawal	(Expenses) \$2,210.70
May 31, 2022 Deposit	(Interest) \$24.87
Carpenter Fund	
Balance May 31, 2022	\$10,342.97
May 31, 2022 Deposit	(Interest) \$5.42
Botsford Fund	
Balance May 31, 2022	\$74,620.04
May 31, 2022 Deposit	(Interest) \$39.12
Sara Tenney Osborne Fund	
Balance May 31, 2022	\$24,629.35

Sarah McFarland Fund
Balance May 31, 2022

\$264,000.00

Charles moved to approve this report, Tim seconded, and all voted in favor except Micah, who abstained.

Director's Report: (Pat McLeod)

Summer is bringing tons of programming, with full schedules for both children and adults. The library is developing new promotional material, which is almost ready for printing. Pat attended the Mass Library Association conference and will provide her update by email.

Friends' Report: (Elizabeth Whitney)

The Friends are carefully considering how to make sure Chapter Two is sustainable as duties increase and volunteers may change. They are dedicated to the principle that donations to the Friends remain 100% for the library and not for administration. Lots of details are being discussed. The Friends are also freshening up their physical and online presence with new materials, and hope to attract more new members. Sales have been slower at Chapter Two, but this is expected variation. eBay Sales have begun successfully.

Building and Grounds Committee Report: (Charles Bonenti)

Craig Clemow has been nominated by the Friends to join the committee. Charles moved to approve this nomination, Tim seconded, and all voted in favor. We are working with Centerline Architects to assess current building needs after an intensive inspection. We suspect this will identify critical repair work, but also wish to use this to inform our own decisions about the balance between putting work into our current building versus other options.

Strategic Plan Committee Report: (Charles Bonenti)

196 surveys have been returned to date. The deadline has been extended so that surveys, both physical and digital links, may be distributed at town meeting, which was delayed. Trustees should consider broader goals for the committee and our strategic plan – goals that can both inform our trajectory and be informed by survey and other data we collect.

DEI Committee: (Micah Manary)

Micah briefly reported on the most recent DEI subcommittee meeting, which focused on tangible changes that would help the library fulfill its commitments as stated in the adopted diversity policy. Micah will be investigating updating bathroom signage to be more inclusive, Bridget will be looking into a variety of options for foreign language speakers, and Elizabeth Whitney will be looking into training for library staff in dealing with complicated or troublesome patrons. We also acknowledge that barriers to participation in town government can be high, and to increase diversity in participation we must actively work to remove those barriers. The committee will continue to meet bimonthly.

150th Anniversary Celebration: (Judy Ensign)

Plans for the library's 150th anniversary are quite exciting. No single plan is set in stone, but a number are moving past the idea stage. A series of historical crafts could be done by the library or in tandem with the Clark. The Historical Museum is also excited to help with exhibits of relevant artifacts. It is possible that we film a trailer but the costs and benefits need to be carefully assessed. Other movie showings are possible but likely to be low impact and high cost. Many local public aggregation services are on board in promoting events. The idea of an anniversary garden is being explored but complications around upkeep and space need serious thought. We should, if possible, also tie our events into the Friends 35th year anniversary. We will definitely have lectures and author talks, and likely poster or essay contests for students. Financials are a serious concern, particularly how to logistically manage the distribution of money. After talking with the Friends, Judy may return to the Trustees with more ideas about that.

Meeting Room Policy: (Micah Manary)

There was concern that the meeting room policy was ambiguous in the origin of refreshments for events. We decided to keep wording as is in regards to that, and instead change the application form. Micah moved to approve the policy as presented with the minor change of the word chairman to chairperson. Tim seconded, and all moved in favor.

Patron Behavior Policy: (Micah Manary)

There was considerable discussion as to both the purpose and nature of the patron behavior policy. Whether the policy should be fundamentally restrictive, in listing prohibited actions, or fundamentally prescriptive, in setting the kind of environment we wish to foster in the library. The explicit prohibition of hate speech was also quite concerning, and how library policy could conflict with patron rights. Trustees also wished for some more explanation of the process involved when patron behavior did not conform to the policy, and for that to be clear to patrons. The policy will need significant revision before re-presentation at our next meeting.

Other Business:

The books for the appreciation of Peter Mehlin have been ordered and details need to be worked out surrounding that event.

Micah moved to adjourn the meeting. Charles seconded. All voted in favor. The meeting was adjourned at 7:30pm.

The next meeting is scheduled for Wednesday, July 13th, 2022, at 5:30pm.