

BOARD OF LIBRARY TRUSTEES MEETING MINUTES
Monday
November 8, 2021 – 7:00pm (at Milton Public Library (“MPL”))

Present: Trustees Paul Hays (Chairperson), Philip Driscoll, John Folcarelli, Kristine Hodlin, Raymond Czwakiel, Hyacinth Crichlow, Sindu Meier (joined at 7:27pm), Jamie Levash, James Potter, and Library Director, William Adamczyk

Absent: N/A

Citizens Speak: None

Secretary’s Report: On a motion by P. Driscoll seconded by J. Levash, the minutes of the October 18, 2021 Board of Library Trustees Meeting were approved with six votes in favor and two abstentions.

Building & Grounds Committee Report: K. Hodlin gave an update from the Master Plan Implementation Committee Meeting on additional parking opportunities. Discussed a letter being drafted to the Town Administrator that the Library Trustees are in support of Electric Vehicle Charging Stations as long as they are part of the overall Library parking solution. All Library Trustees in agreement.

Budget & Finance Committee Report: W. Adamczyk reported on the initial development of the FY23 budget highlighting specific line items with significant changes from prior years. It was discussed, if available, that some Library Trustees should attend the Select Board’s Finance Committee meetings that are held on Friday mornings.

Capital Improvements Committee Report: The Town Capital Committee has not met. No report.

FY23 MBLC Action Plan: On a motion by P. Driscoll seconded by K. Hodlin, the FY23 MBLC Action Plan was passed unanimously.

Directors Report: W. Adamczyk provided usage statistics and gave updates on the following: Library response to COVID 19 and Library extended services stages; FY22 Budget; Street Walk Event; HVAC; and staffing. Resolve that the Library close early, at 5 pm, on Thursday December 23rd, as moved by K. Hodlin seconded by R. Czwakiel, approved unanimously by the Library Trustees.

Library Partner Organizations Communications & Next Steps: P. Hays reported on recent discussions with the Library Foundation and Friends. The Library Foundation and the Friends have been invited to the December Library Trustees Meeting. Resolve that P. Hays act as

Foundation Liaison until May 2022, as moved by H. Crichlow seconded by R. Czwakiel, approved unanimously by the Library Trustees.

Other Continuing Business: W. Adamczyk discussed library projects and potential funding needs. Resolve that the Library Trustees authorize the spending of up to \$55,000 from the Library General Fund for library projects, as moved by K. Hodlin seconded by J. Folcarelli, approved unanimously by the Library Trustees.

Other Business: None

Future Meetings: P. Hays reviewed the Trustee's Calendar and items for future meetings. Updates from the Equity & Inclusion Committee; Budget & Finance Committee (FY23 Budget); and the Capital Committee will be given at the December Trustees Meeting. The December Trustees Meeting will also include a Triangle Meeting to cover the Spring 2022 Fundraising plan.

Future Meeting Dates: December 13, 2021; January 10, 2022; February 14, 2022

EXECUTIVE SESSION: None

A motion by R. Czwakiel seconded by J. Folcarelli to adjourn the meeting was passed unanimously, and the meeting adjourned at 8:05pm.

Respectfully Submitted,

J. Potter
Secretary