

## BOARD OF LIBRARY TRUSTEES MEETING MINUTES

Monday

January 13, 2020 - 7:00pm (at Milton Public Library (“MPL”))

**Present:** Trustees Raymond Czwakiel (Chairperson), Hyacinth Crichlow, Philip Driscoll, John Folcarelli, Chiara Frenquellucci, Paul Hays, Kristine Hodlin, James Potter, Sindu Meier, and Library Director, William Adamczyk

**Absent:** NA

**Secretary’s Report:** December 2019 meeting minutes amended and approved. P. Driscoll first and J.Folcarelli seconded.

**Treasurer’s Report:** See attached. December 2019 report was unanimously approved. J.Folcarelli first and C. Frenquellucci seconded.

**Approval of Agenda:** R. Czwakiel presented the meeting agenda.

**Citizens Speak:** NA

FY 21 Budget – The Warrant Committee has a Library Subcommittee to review Library’s budget.

Members include – Douglas Siebeck and Christine Gimber

**Kidder Building:**

No Articles for the Kidder Building for May Town Meeting

The Lease agreement will continue through August 31, 2020.

What are the Select Board’s intentions? W. Adamczyk to reach out to the Select Board

There was a discussion about the transfer of Kidder income to the Library – Town Counsel, Treasurer and Town Administrator reviewed with W. Adamczyk

The Board agreed to move \$XXX to a Kidder Gift Account. K.Hodlin first and J. Folcarelli seconded.

**Policy Review:**

The Board reviewed and approved the Library Banner Policy . K.Hodlin first and J. Folcarelli seconded.

Next month the Board will review the Tutoring and Complaint Policy.

**Trust Fund Usage:** the Board previously agreed to spend the income from these funds.

Voigt Writer in Residence - \$6,000

Teen Center Donation - \$7,500

Library of Things - \$1,000

Online and Digital Collection - \$5,500

**Memorandum of Understanding** for the three groups – Trustees, Friends and Foundation -with a set of expectations. The Board will review the document every May.

The Board was invited to the March 2020 Foundation Meeting

Curry College Intern – Start after January 2020 Break.

The Teen Center Opened

The Library received a \$1,000 grant to host a play in Spring 2020 about the Opioid Epidemic

1/31/20: OCLN will host a 7:30 am breakfast for the Legislators at the Canton Library

1/27/20: Friends Meeting

1/14/20: Foundation Meeting

Library Survey is in process.

**Strategic Plan** - Four consistent Themes from community meetings.

1. Community Hub
2. Staff Customer Service
3. Collect/Service/Tech
4. Outreach/Fun

**Future Dates:**

February 10, 2020	7pm
March 9, 2020	6-6:30pm

**Future Topics:**

Funding for expanded parking  
Next Steps on Voigt Writer in Residence  
Fine Free Policy

The motion to adjourn the meeting **Passed**, with unanimously, and the meeting adjourned at 8:43 pm.

Respectfully Submitted,

Sindu Meier  
Secretary