

BOARD OF LIBRARY TRUSTEES MEETING MINUTES

Monday

March 11, 2024 – 7:00 pm (Trustees Meeting Room)

Present: Will Adamczyk, Paul Hays, John Folcarelli, Phil Driscoll, Sindu Meier, Jim Potter, Kristine Hodlin, Jaime Levash, Hyacinth Critchlow.

(Recorded using Owl device.)

Call to Order

The chair gave thanks to outgoing Trustee Phil Driscoll.

Citizens Speak: None

Secretary Report:

- Review and approval of December minutes - Phil motioned and Jim Potter 2nd. Passed Unanimous.

COMMITTEE REPORT

- Finance Committee: Motion to move \$8,000 to the Trustee checking in preparation for upcoming Trustees expenses
- Update Building Committee
 - a. Parking and MPIC update
 - b. SB meeting is 3/12 and Will and Kris will attend

Capital Committee Update - John

- Meeting with the warrant committee to discuss status of getting emergency backup Generator. This will not occur in the near

future as the schools are the priority. Emphasized that the Trustees and Foundation could support the large expenditure with the Town.

Nominating Committee - Kris

- Will meet during the next board meeting to review duties for the following year once elections have occurred for three Trustee seats.

Personnel Committee - Jim and Paul

- The committee conducted the mid-year evaluation meeting with the Library Director. The Director is in good standing and on track for contract renewal.
- The committee reported on work with the Town Administrator to change the Director's status to Unclassified (same as Police Chief and Fire Chief).
- Motion made: The Chair of the Trustees will submit a formal request in writing to the Town Administrator and the Personnel Board to approve the moving of the Library Director's current status to Unclassified for FY 2025 year. Moved: Hyacinth 2nd Kris
 - Passed: Unanimous
- The committee will present the Library Director with letter of agreement for a three-year commitment to be signed by July 1.
- The committee reviewed support for the Director's PD for FY25.

Director's Report - Will

- Will presented library data on circulation and programming for January and February 2024. Children's programming was highest since 2016.

- All digital borrowing was up.
- Encl.

FY25 Budget Update - Will

- Will updated Trustees that there will be no override and that all budgets will be level-funded for FY25.
- The Library will plan and present it's budget accordingly.

February Special Town Meeting Election - Will

- No Vote will not affect the Library state revenue at this time.
- Grant, schools, and infrastructure money will be directly cut.
- The negative possibility is in the future that the Town will need funds to cover gaps in revenue which could result in overall budget cuts.

Library Foundation Update - Paul

- The Library Foundation is in good standing; the taxes for 2022 have been settled and filed; taxes for 2023 are in the process of being filed; the required MPLFoundation Annual Report has been signed and submitted to the State.
- Successful annual appeal.
- The Next Foundation meeting is in May to approve the strategic plan, budget, and expenditures.

Collection Project - Closing Library 1 Day – Will

- Motion for collection project to close Library on April 25th.
Moved: Hyacinth 2nd: Phil Passed: Unanimous

Motion to ADJOURN 8:10