

## Board of Library Trustees Meeting Minutes

Monday, November 10, 2025 – MPL Board Room

Attendees: Will Adamczyk, Sean Bentley, Hyacinth Crichlow, Susan Doyle,

John Folcarelli, Kris Hodlin, Paul Hayes, Jaime Levash, Sindu Meier, Jim Potter, Chair, all present.

Meeting recorded by Owl Device

1 – Call to Order

2 – Citizens Speak - None

3 - Secretary's Report

- Review and approval of September 8, 2025 Meeting Minutes – motioned by JF, seconded by HC, abstention by Kris Hodlin, all others approved.

### COMMITTEE REPORTS

4 - Report of the Building Committee

Parking lot update by Kris Hodlin

- Ideas include: Surveying tutors and parents who attend children's programs concerning the usage of parking lot. May consider the use of camera's on library roof as a "visual consultant".
- Also working with consultants
- Select board will not assist in funding of the RFP . Meghan Haggerty will be select board representative for this project.
- Procurement process almost complete.

5 – Report of the Finance Committee

- Discussion /Action: Preliminary budget for FY27-two versions-one is level funded except for contractual salaries.
- Needs based budget \$105,000 over last year – included two new positions
- Saved \$10,000 - \$15,000 in budget because of retirements
- Inflationary costs built into both budgets for repairs of HVAC, elevator and other equipment.
- Submit needs base budget. Approval of needs based budget proposed by KH and seconded by JL – all approved.
- 14% insurance cost large part of town budget concerns

Discussion/Action: Preliminary capital requests

- Building maintenance inside and out
- Generator

## 6 – Report of the Strategic Planning Committee

- Discussion: Preparing for the next strategic plan –
- Key dates and milestones- starting the process – develop a new Strategic Plan for the MPL starting this January 2026 – nine person steering committee – Final submission of plan June 2027.

## Continuing Business

### 7. Library Director's Report

- Staffing changes- fully staffed
- FY26 budget update -chimney cleaned, two new chairs purchased for one Reading Room. Milton women's club looking to make a donation to the MPL. Discussed installing a nursing pod for Mother's.
- Staff workshop – refresher meeting on DEI language and Professional development.
- State House Update- Freedom to Read Bill, support for school librarians – State library budget will be basically level budgeted- about 3% increase.
- Will hosted workshop library panel in Worcester
- OCLN Committee Update – all libraries will be updating and adopting Evergreen software.
  - All due dates will be the same in OCLN network for Ebooks, digital magazines etc.

### 8. Communications and next steps with other Library partners-

- MPL Foundation – fund raising strategy, speaker series

### 9. ACTION: Library Warrant Signing Policy

- Library Director will sign vouchers, as he already signs payroll vouchers. A motion was made by KH and seconded by JF to change policy. Passed unanimously.
- Assistant director will sign in Directors absence

10. DISCUSSION/ACTION: Writer in Residence Stipend- 4 installments for payment- increase from \$ 6,000 to \$8,000. 4 quarterly installments. KH moved to approve increase and JF seconded and all approved.

11. DISCUSSION/ACTION: Dr. Voight Writer in Residence Trust Account – the family would like to fundraise for Writer in Residence Program and create the Voight Fund. Monies will be given to the Library. KH moved to approve the Voigt Fund and seconded by JL, all approved.

12. Other – review and update by laws – Will circulate to all Trustees

## NEW BUSINESS

13. Other new business – Trustees will review and update by laws.

14. Future Meetings: December (Committees); January 12, 2026 Board Meeting

15. Items for future meetings

- January – Budget and Finance, Capital Equity

16. Meeting Adjourned – all trustees-yes

17. EXECUTIVE SESSION - For the purpose of discussing a personnel matter.

Motion to Adjourn proposed by PH, seconded by HC all approved.

Respectfully submitted,

Susan Doyle

“What ever the cost of our libraries, the price is cheap compared to that of an ignorant nation.”

Walter Cronkite