
Board of Library Trustees Meeting Minutes

November 18, 2024

Keys Community Room

Attendees:

Will Adamczyk (director), Hyacinth Crichlow, Susan Doyle, John Folcarelli, Paul Hayes, Kristine Hodlin, Jaime Lavash, Michael Musto, Jim Potter (Chairperson)

Non Attendees: Hyacinth Crichlow, Sindu Meier

Meeting is being recorded by Owl Device

Citizens Speak

None

Secretary's Report

Approval of September 9, 2024 minutes. Motioned by JF and seconded by MM
2 absentations Jaime and Kristine

Committee Reports

- Strategic Planning Committee – Action – Approval of FY26 Action Plan
Motioned by JF and seconded by JL
- Building Committee – Parking update
Explored all options that are out there. Request for money from building fund- cost estimates \$3,000.00 to pursue feasibility study for sites on Canton Ave./Highland Ave.
PH motioned and JF seconded.
MBTA Act does not effect State Aid for this project.
- Budget/Finance Committee
 - Report on FY26 budget discussions
 - Capital requests – generator , hvac upgrades, carpeting for second floor
Custodial requests – PH can Blding Fund supplement some deep cleaning of MPL
Use Kidder Bldging Motion Paul Hayes seconded Jaime Lavash up to July 1 support
Director \$7,500, quarterly \$2,500.
 - Upcoming meeting – Warrant Committee
 - Capital requests
- Equity Committee
 - Review of Open House
How can the Open House be structured to get participants into the library and then have them wanting to return again to the library.

Continuing Business

- Library Director's Report
 - FY25 budget review -\$70,000.00 in state aide
 - Children's room has a new projector , screen, sound system, new furniture, wall mural ,carpet, musical flower instruments installed thanks to Milton Women's Club.
 - Alcohol in public buildings...one day liquor license...for functions.
 - OCLN possible changing their software. OCLN will do assessment -costs per year.
 - A lot of freedom of information requests have been received.
- State House Update
 - Freedom to Read legislation
 - ebook legislation
 - State Library budget
 - Request for Director's education tuition reimbursement for \$1,097.15. Unanimous approval.
- Communications with library partners:
 - Trustees of Foundation will not be doing annual appeal in November but in the Spring as Friends of the MPL are doing annual appeal in November.
 - Thursday, February 6, 2025, the MPL Speaker Series will host Dennis Lehane at MHS.
 - March 6, 2025–Children's speaker at PMS. To be announced.
- Two study pods have been installed in library, as study rooms are all booked during the day. The Pods will have a 2 hour study limit per person.
- Friends Sip and Shop Dec. 12th. Sponsored by Friends of the MPL
- A new library calendar system called Lib Cow (like Event Keeper)will be installed this coming year. More streamlined system.
- ACTION – Approval of updated Computer Use Policy – updating out of date language from 10 years ago. Motion to approve updated Computer Policy Language by KH and seconded by MM Unanimous vote to approve and reapprove 2024 vote.
- ACTION – Approval of updated policy for Gifts/Donations which Board update in 2024.

New Business

- Little Free Libraries – discussion- Shields Park Little Free Library needs to be repaired or replaced. Would a town department do repairs/replacements?
- Library welcome packet ...digital and hard copy.

Future Meetings

- Future meeting dates: December (committee work), January 13, 2025, February (committees), March 10, 2025

- Items for future meetings
 - January – Finance committee, Equity committee, Capitol committee
- EXECUTIVE SESSION: for the discussion of a personnel matter

Motion to Adjourn: Time: 8:35 PM Motion to Adjourn JF and seconded by PH.

Susan Doyle
Secretary

Date of approval

Bad Libraries build collections, Good Libraries build services, Great Libraries build communities.
Prof. R. David Lankes
Univ. South Carolina