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**Town of Millbury  
Library Board of Trustees  
Millbury Public Library  
Tuesday, April 18, 2023 – 6:00 pm  
Location: Millbury Public Library**

**Board Members in Attendance:** Eric Boll, Christine Brady, Carol Burke, Susan Copeland, Christine Fintzel, Stephanie Phillips Richter, Keith St. Denis

**Library Leadership in Attendance:** Ann Dallair, Theresa Boulrice

**Minutes**

1. **Call to Order** – There being a quorum, Stephanie called the meeting to order at 6:04 pm
2. **Minutes** – The minutes from the March 21, 2023 meeting were distributed and reviewed. Chris Brady introduced a motion to approve the minutes as written. Carol seconded the motion and the motion passed unanimously with Keith St. Denis abstaining.
3. **New Business** - None
4. **Citizen Forum** – No citizens present
5. **Director's Report** – Ann shared updates from the Massachusetts Library Association meeting.
  - Remote meetings are allowed through March 31, 2025.
  - 81% of C/WMARS libraries are fine free.
  - Freegal Music is available to patrons with a Millbury Public Library card barcode. The database will be available June 1, 2023
  - Ann reported that there are now 8 people in the adult book club and most adult programs are either full or close to full on a regular basis.
6. **Children/Young Adult Librarian Report** – The Annual Egg Hunt was a huge success with approximately 200 children and 200 adults participating. A new format was used whereby 10 eggs could be exchanged for a bag of candy. The Egg Hunt was made possible by the generous donation of time by the Millbury High School Honor Society, the Friends cash donation, and a large donation of candy by Goretti's Supermarket.
  - Children/YA programs continue to draw good participation with 20-30 attendees at story time and 10 at Mad Scientist. The Engineering program had 2 attendees with parents expressing gratitude and applauding the Library's efforts.
  - The Library is preparing for the April 8, 2024 near-total eclipse in our area and will endeavor to procure solar glasses. Carol suggested coordinating with the EcoTarium to determine if there could be synergies.
7. **Invoice Payment Review and Approval** – The invoices for the month were distributed, reviewed and commented on. Eric introduced a motion to approve the invoices as submitted. Keith seconded the motion and the motion passed unanimously.
8. **Subcommittee Updates**

- a. **Facilities Subcommittee** – The HVAC system required the replacement of a controller. The engineer was able to install it despite the proprietary equipment and the engineer is working on programming the controller.
- b. **Technology Subcommittee** – No updates.
- c. **Endowment Subcommittee** – Carol shared the GWCF grant updates. Keith reported that the GWCF annual meeting conflicts with the May 16 Library Board meeting. He will see if there will be a recorded version available later.
- d. **Policy Review Subcommittee** – Meeting of the subcommittee is pending.

9. **Old Business**

- a. **Library Director Annual Review** – Stephanie walked through Ann's review providing feedback and encouraging other board members to comment as appropriate. Eric provided staff feedback.
- At the end of the positive review, Keith introduced a motion that the Board support the maximum percent increase allowed by contract, believed to be 3%, subject to the approval of the Town Manager and the Town Finance Department. Eric seconded the motion and the motion passed unanimously.
- After the Board is reformed at the May meeting, the new Chair will need to confer with Ann and Sean about which town body is responsible for the Library Director's annual review.

10. **What We've Been Reading**

- Keith: Napoleon, a Life by Andrew Roberts
- Ann: Murder with Puffins by Donna Andrews – this is the second in the Meg Langslow series being read by the Library adult book club.
- Theresa: The Goblin Emperor by Katherine Addison

11. **Adjournment**

- There being no further business, the meeting was adjourned at 8:46 pm.

