

Town of Millbury
Library Board of Trustees
Millbury Public Library
Tuesday, May 16, 2023 – 6:00PM
Location: Millbury Public Library

2023 JUN 30 AM 10:53

Board Members in Attendance: Eric Boll, Carol Burke, Susan Copeland, Christine Fintzel, Keith St. Denis, Linda M. Gosselin. Chris Brady was not in attendance.

Library Leadership in attendance: Ann Dallair, Theresa Boulrice

1. Call to Order

- Ann Dallair called the meeting to order at 6:05PM

2. Reorganization of Board and Election of Officers

- Chris Fintzel nominated Eric as Chair, Keith Seconded, Chris Fintzel nominated Keith as Vice Chair, Carol seconded, Eric nominated Linda as Clerk, Keith seconded. All motions passed unanimously.

3. Minutes

- The minutes from the April 18, 2023 meeting were distributed and reviewed. Chris Fintzel introduced a motion to accept the minutes as written. Carol seconded and the motion passed unanimously.

4. New Business

- **Reorganization of Committees**

- Committees were reorganized as follows:

- Policy Review: Carol, Eric, Chris Brady – vote was unanimous
- Facilities Subcommittee: Chris Fintzel, Eric, Keith - vote was unanimous
- Technology Subcommittee: Susan, Linda, Keith - vote was unanimous
- Endowment Subcommittee: Carol, Keith, Chris Fintzel – vote was unanimous

- **Library Trustee Meeting Schedule**

- We will continue to meet on the third Tuesday of the month at 6:00PM, except July 2023 (no meeting). Susan motioned to accept the dates, Keith seconded, and the motion passed unanimously

- **Library Hours for Upcoming Holidays**

- Ann asked that the library be closed 27May2023, the Saturday before Memorial Day and 2Sept2023, the Saturday before Labor Day. Keith made a motion to accept, Sue seconded and the motion passed unanimously.

5. Citizen Forum

- no citizens present

6. Director's Report

- Purchased Freegal Music for a 1 year subscription -
- Received Rosemary Davis grant for environmental and science programs - \$1,086.
- Town staff training Tuesday June 6 at 5:30. All town buildings closing at 5PM.

- Stop the Bleed training has been postponed until the fall due to low enrollment/lack of participants during the online portion.
- Friends Book Sale was last Saturday 5/13
- Friends 2nd Town Wide Yard Sale will be Saturday June 3 from 8-2PM.
- Adding an Adult Puzzle Club on a table upstairs for June
- Planning an Adult Scavenger Hunt for June
- Budget passed at Town Meeting - our Adult Librarian for 15 hours will start Jan. 1, 2024. Working on job description
- One of our Library Page gave her notice - May 20 is her last day. Working on revising this job description as well.
- Ann presented a summary of upcoming Adult programs, some of which include Find Your Voice (ventriloquist), Adult Canning and Freezing, Introduction to Crochet, Hydroponics, Talent Show and the Adult Book Club.

7. Children/Young Adult Librarian Report

- Theresa provided updates on all the recent and upcoming Children's programs. We were encouraged to hear there has been a marked increase in attendance and are looking forward to Giant Legos on the Lawn, Story Legos (using the Lego table Ann found), Bubbles on the Lawn, meeting Mikah, our new community/K9 dog and a Talent Show.

8. Invoice Payment Review and Approval

- The invoices for the month were distributed, reviewed and commented on. Chris Fintzel made a motion to approve invoices as submitted, Susan seconded and the motion passed unanimously.

9. Subcommittee Updates

- **Facilities Subcommittee**
 - Ann gave us an update on the dry system testing. Heating system was changed over to cooling on May 12. Groundskeeping is now handled by the Millbury DPW. Sidewalk review – all is going well.
- **Technology Subcommittee**
 - none
- **Endowment Subcommittee**
 - none
- **Policy Review Subcommittee**
 - Ann suggested the hot spot hold policy be amended so that patrons cannot place holds on hotspots for 48 hours instead of 24 hours. This proposed change in policy will be presented for the Board's approval at a future meeting

10. Old Business

- none

11. Items Not Reasonably Anticipated to be Discussed

- none

12. What We've Been Reading

- Keith: The Art of War by Sun Tzu
- Chris Fintzel: a children's historical series she borrowed from the recent Library Book Sale
- Ann: Renovated to Death by Frank Anthony Polito
- Eric: The World atlas of Coffee by James Hoffman (audible version)
- Linda: Square Foot Gardening by Mel Bartholomew

13. Adjournment - There being no further business, the meeting was adjourned at 8:20PM

Chris Fintzel
Eric M. Hoffman

Susan Copeland
Cecil E. Burke