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MILLBURY, MASS.

Town of Millbury
Library Board of Trustees
Millbury Public Library
Tuesday, February 15, 2022 – 6:00 pm
Location: Millbury Public Library - Community Room

Current Membership In Attendance:
Eric Boll, Carol Burke, Christine Fintzel, Stephanie Phillips Richter, Keith St. Denis
Current Membership Absent:
Christine Brady
Library Leadership In Attendance:
Ann Dallair

Minutes – Amended per Board meeting input

1. **Call to Order** – There being a quorum, Stephanie called the meeting to order at 6:00

2. **Minutes** – The January minutes were reviewed. Eric moved to accept the minutes as written. Keith seconded the motion. The motion passed unanimously.

3. **Citizen Forum – None present**

4. Director's Report - We were awarded the Humanities Grant for $10,000 from the American Library Association. 200 awards were given out from 45 states. 4 libraries in MA were granted.
- Boston Bruins PJ's Drive - goal is 50 pj's. 2/1 to 3/31 - Goal 50 pajamas (Received about 5 already.)
- 8 resumes for Children/YA Librarian/Library Manager position - interviewing 3 on 2/17

Mind in the Making
- ordered two tables and four chairs for stations
- book display shelf

Summer Reading
- ordered Summer Reading incentives, bookmarks, posters, and materials. Should be delivered before May 1.

- Beginning to plan summer reading programs.

Carol F. Burke

- Electric car station will require payments beginning March 1.
There was discussion on this topic. Questioning where the power is metered: Is it through the library or a different source? **Eric** asked if signage was available to indicate that it is not MPL that is requiring and receiving payment. That would help avoid questions of the Library staff.

- Exploring the idea of purchasing Ancestry.com. This can be used out of the Material Expenditure Requirement. **The Trustees agreed that this is a worthy and valuable resource for the community.**

- Concerned patron with challenged books
Challenged books:
Jay's Gay Agenda by Jason June
Camp by Rosen
Gender Queer by Kobabe
Lawn Boy by Evison

Ann reported that a patron checked these books out onto his/her library card. The patron has chosen not to bring them back and requested to waive fees. Patron feels that these books are "morally reprehensible, and offensive books"
Sent an email to the patron who had the concern 2/14 with the Library Bill of Rights and Statement of Concern so that the patron can fill out the appropriate form for the challenge books.

Amendment to add Chris Fintzel's input at the February meeting: Prior to the February meeting Chris Fintzel was approached by a town resident and Library patron on this topic. Chris agreed to share the person's concerns at the February Board meeting. The person expressed their strong opposition to the book's content and was concerned with the placement of the books near the Children's Library where a young child can take it from the shelf.

Because of this nationwide movement, patrons are trying to ban books, a staff member was concerned about the potential issues this may cause.
Should we consider the exploration of outside parking lot cameras again?
Discussion ensued. Keith asked if other Municipal buildings had cameras and thought it would be a good idea to have cameras to address staff concerns about safety and security. **Eric** is not opposed to cameras but only if privacy and security of the video is addressed to include where the video is stored and who has access to the video. **Ann** will follow up with Sean on this topic.

5. **COVID-19 Updates –** following town manager's guidance. No issues reported by staff.
6. **Invoice Payment Review and Approval** – Invoices were sent out in advance and reviewed. **Keith** moved to approve all invoices as presented, Chris **Fintzel** seconded the motion and the Trustees unanimously voted to approve the invoices.

7. **Subcommittee Updates**

Facilities Subcommittee

- Community room HVAC coil is in - MPC trying to coordinate a day where they can bring a lift in here to install.
- Prime Restoration is supposed to be coming in this week to finish the flooring and tile in the kids bathroom.

Sidewalk/stairs updates
-asked Tony Ngo and he doesn't do prevailing wage - He connected me to Liberty Construction - Nick Oliveri. He is coming out on 2/8 to look at the stairs. He would like to discuss the specs with the person. Will redirect him to Paul Stringham, Building Inspector. Left message on voicemail today 2/15.
Called Salisbury Construction for John and left a message.

Technology Subcommittee

- New copy machine - leasing - monthly charges will fluctuate - $80.95 per month plus 0.06 per click.
Purchasing B/W machine $3,430.
Mentioned in a phone call message about funding for this copy machine. Haven't had a second conversation about it.

I have some updates on our current public copy machine. Recently, our copy machine needed maintenance on our feeder.
A repairman came out here to inform me that our machine needs major replacement parts that are not manufactured anymore.
After discussion the Trustees approved the purchase of the copier per Ann's recommendation.

Endowment Subcommittee

Carol reported that the Greater Worcester Community Foundation hired a new director and expects communication to improve. **Carol** also said that in person meetings at GWCF are expected to begin this year. **Keith** asked to attend when the meetings take place.

Policy Review Subcommittee

Eric reported that the Policy Committee meets regularly and continues their work. The topic of Policy vs Procedure was discussed at these meetings and helps to frame the discussion. **Chris Fintzel** asked about providing First Aid training to the staff. After discussion about staff job descriptions and liability issues, the Trustees decided to not move forward with First Aid training.

Pandemic Response Subcommittee – On Hold

8. New Business

Children's Librarian Position – Ann reported that there were good candidates for the position and that formal interviews would proceed apace.

Library Director Contract and Annual Review Process – Stephanie and Ann met with Sean. Sean wants to create and "evergreen contract" that provides job security to Ann and Library continuity security to the Town. **Ann and Stephanie** agree the process and objectives as outlined is a win-win.

Review Process – Ann's review will take place at the April Library Board meeting. It will follow the same process and format as last year. Ann will do her self-evaluation at the March meeting. Stephanie will send the review forms to the Trustees and Eric will send the 360-evaluation form to the staff. **Eric** asked about staff reviews and **Ann** said she was doing them in March.

9. Old Business

a. Cable Access Television – No action

10. Other Topics Not Anticipated to be Discussed – Stephanie cannot attend the March meeting and **Eric** will chair the meeting.

11. What We've Been Reading

Chris Fintzel is reading "The Biology of Belief" by Bruce Lipton and Chris says it is fascinating.

Keith is reading "The Real Anthony Fauci" by Robert F. Kennedy Jr. and Keith says it is eye opening and not in a good way.

12. Adjournment – There being no further business, Eric moved to adjourn, Chris Fintzel seconded the motion and the meeting adjourned at 7:41 pm.