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MILLBURY, MASS

## Town of Millbury

### Library Board of Trustees

#### Millbury Public Library

Tuesday, October 18, 2022 – 6:00 pm

Location: Millbury Public Library - Community Room

#### 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 6:01 PM.
2. **Minutes** – The minutes were reviewed. Chris Brady moved to accept the minutes as written. Susan seconded the motion. The motion passed unanimously.
3. **Citizen Forum** – None present
4. **Director's Report** –
  - Thanksgiving holiday hours: Closed on Thanksgiving and open regular hours on Friday and Saturday. If the town manager closes town offices early on Wednesday, the library will follow that directive.
  - Christmas and New Year's holiday hours: Closed on Monday December 26 and Monday January 2, 2023
  - Chain of Lights Sunday December 4: The Millbury *Parent's* Club will use library space for their program.
  - State report complete.
  - Grants: Millbury Cultural Council – Theresa requested **\$2,130** for the Summer Reading program. Three external presenters are applying for Cultural Council grants to fund programs at the library. The library received a **\$1260** Mary Grogan grant for adult programs.
5. **Children/Young Adult Librarian Report** –
  - Good participation in most programs with movie night being an exception. The next movie night will feature the Princess Bride with the expectation that the cult classic will draw more viewers.
  - Theresa attended school open house at both Shaw and Elmwood schools.
  - 3 D printing continues to garner interest.
6. **Invoice Payment Review** – The invoices were reviewed and discussed. Keith moved to accept the invoices as submitted. Chris Brady seconded the motion. The motion passed unanimously.
7. **Subcommittee Updates** -

**a. Facilities Subcommittee** – The phone in the elevator is working. The town cleaned the library grounds (they look great!). All sprinkler heads will be replaced. Gutters will be cleaned and the cost is \$200. Parking lot lights are still an issue and Ann continues to solicit help from the town.

**b. Technology Subcommittee** – CWMARS upgrade will take place.

- The copy machine will include scanning once an IP address is finalized.
- The internet hot spot grant funding runs out in 15 months. All present agree that the program is a success and should be continued. The number of hot spots and funding will be discussed at future meetings.
- The internet archive continues.

**c. Endowment Subcommittee** – Carol reported the Foundation continues its search for a new director. All else is quiet.

**d. Policy Review Subcommittee** – A policy is needed for the library's public laptops.

#### **8. New Business - None**

#### **9. Old Business**

**a. Director Contract & Goals 2022-2023** – Work in progress.

#### **10. Other Topics Not Anticipated to be Discussed - None**

**11. What We've Been Reading** – Theresa is reading series books by Naomi Novik. Ann is reading *The Murder of Roger Ackroyd* by Agatha Christie for the book club. Carol is reading *Stealing Rembrandts* by Anthony M. Amore and Tom Mashberg. All are highly recommended.

**12. Adjournment** – There being no further business, the meeting was adjourned at 7:25 PM.

*Steph Viz: Rights Carol E. Burck*  
*Christine Dwyer Ego M. Burt*  
*Susan Copeland Ruth*