

Lucius Beebe Memorial Library
Board of Library Trustees

Meeting Date: October 25, 2023

Meeting Location: Lecture Hall and Zoom

Trustees Present

In-person: Jeff Quinn, Laura Cutone Godwin, Chris Barrett, Paul Gordon, Aimee Lominac, Adam Rodgers, Scott Staiti,

Via Zoom: Jackie Natale

Staff: Catherine McDonald, Jackie Powers

Public Participation: Jodi Sherman (representing the Friends)

Documents

Agenda

Secretary's Reports: June 2023 and September 2023

Staff Reports

FY24 Gifts & Grants Status

FY24 Operating Budget Status Report

Trustees Gift Funds Report

FY245 Action Plan DRAFT

Quinn called the meeting to order at 7:00 PM.

Acceptance of Secretary's Report

June 2023:

Godwin moved to accept the June 2023 secretary's report; Barrett seconded. Motion was approved unanimously by roll call.

September 2023:

McDonald shared the following amendment to the seventh bullet under "New Business/Flag Policy":

- Natale suggested amending the policy to include federally recognized special observances. Lominac (via email) expressed a similar sentiment. Discussion was had

about using banners to amplify those themes/occasions. Barrett noted there are 24 federally recognized observances; Natale clarified her suggestion refers to the 9 National Archives Equal Employment Opportunity Special Emphasis Observances.

Staiti moved to accept the September 2023 secretary's report as amended; Lominac seconded. Motion was approved unanimously by roll call.

Staff Reports

Lominac moved to accept the staff reports; Staiti seconded. Motion was approved unanimously by roll call.

Discussion:

- Legislation on Beacon Hill about banning book bans and e-book pricing for libraries.
- E-books are in demand by patrons but publishers charge libraries high fees for their usage.
- Social media tends to not be a good forum for in-depth discussion compared to on-person displays and programs. Shifting to lighter, fun content for social media. Using the website for deeper content (i.e., program updates, events, etc.).
- BeebeCon went well despite rainy conditions. This was the first year with a food truck which was successful.

Public Participation

- Jodi Sherman attended as a representative of the Friends

Correspondence

- n/a

Committee Reports

Budget

- McDonald met with Maio about capital for IT. This year it will be covered by Stout; next year it will be added to the Operating Budget.
- Discussion of the last three columns of the FY24 Operating Budget which are not typically part of the packet.
- FY25 budget will be presented at the November meeting.

Building and Grounds

- Front steps will be included in the FY25 capital budget.

- McDonald met with Bob Sardella today about the digital sign for the front lawn. Sardella will explore options and report back. Sardella is cognizant of sign by-laws but doesn't anticipate any issues.

Friends

The October meeting was held on 10/12/23. Rodgers attended.

- Good meeting with updates on membership and marketing updates.
- The Friends membership flyer went out via WMGLD but there was discussion about how to reach paperless WMGLD customers.
- Gearing up for last book sale at the Hurd.
- Leftover books from the 2023 book sale were donated to an organization in Boston that distributes to large "little free libraries."
- Strategic planning process has begun.

The November meeting is scheduled for 11/9/23. Quinn will attend.

Gift Funds

- Keough gift:
 - Can only be used on riflery materials.
 - There is \$500 in that line item.
 - McDonald will research options for new publications.

Legislative Advocacy

- Legislation on banning Book Bans and library e-book pricing is currently in the comments stage.

Personnel

- New reference librarian has started
- Part-time custodial position has been filled on a temporary basis.

New Business

- Town Staff Professional Development will be held on Monday, October 30th
 - Library will be closed that day to accommodate participants
 - Quinn made a motion to close the library on Monday, October 30th for professional development; Barrett seconded. Motion approved unanimously by roll call.
- Stout request
 - Managed by town treasurer
 - Money was received in 1989 and earmarked for technology

- Close to \$13K available
- McDonald wants to use this money for the IT capital that we didn't get
- McDonald shared FY23 IT Five Year Plan
- Anticipate needing \$12,240 for FY24
- Barrett made a motion to allow McDonald to expend Stout balance up to the income for FY24 technology that was originally planned for capital; Gordon seconded. Motion approved unanimously by roll call.
- FY25 Action Plan DRAFT
 - Implementation of plan: July 2024 - June 2025
 - 3.1 outreach goal: Plan more intentionally as to where librarians will be for offsite events.
 - 1.1 winter reading program: Focused on reading, unlike summer program which is broader (not just reading).
 - Discussion of how social media was not beneficial for followers or library staff who were developing content.
 - Godwin made a motion to approve FY25 Action Plan; Gordon seconded. Motion approved unanimously by roll call.

Items not reasonably anticipated by the chair

- Pumpkins on the Plaza scheduled for Thursday, October 26th.

Next Trustees meeting is November 15th.

Barrett made a motion to adjourn the meeting; Staiti seconded. Motion approved unanimously by roll call.

Meeting adjourned at 7:54 PM.