



Board of Library Trustees

Gladys E. Kelly Public Library, 2 Lake Street, Webster, MA

Minutes for Thursday, April 10, 2025

In Attendance

Rich Franas, Chair, Rena Klebart, Vice Chair, Jeanne Mikels, Secretary, Martina Koziak, Treasurer, Sue Buehler, Mary Chabot, and Susan Veshi. Also present were Sondra Murphy, Library Director, and Evan Hale, Assistant Director and Board Clerk.

Meeting Called to Order

Meeting called to order at 5:02PM

Minutes

Susan Veshi requested 2 changes to the March minutes. Mary moved to accept the minutes as amended; Martina seconded. The motion passed unanimously.

Reports

Trustees Report from the Director

Sondra spoke about the application for the Malser Grant which, if approved, will be used toward the FY26 One Book, One Community program. She also highlighted the Snow Much Fun United Way grant, mentioning some programs went better than others. Intergenerational programming is going extremely well. Evan spoke about the SBA event and how attendance far exceeded expectations. Rena suggested creating a small bullet-point handout regarding how The Nest could help small businesses to be provided to the Trustees as they act as liaisons for the Library and its services.

Warrants and Financial Reports

Martina spoke about the financial reports, and reviewed the procedure for the Board being made aware of the warrants she signs at the Town Accountant's office.

Friends Update

Sue spoke about the Friends meeting. Jess and Andrew will go to the meetings in May and June to give more detailed reports on the process for picking and implementing programs. Barbara Plasse is chairing the garden committee. Elaine Davies is chairing the Bites, Books and Blooms "friendraiser." We will have a volunteer appreciation event on May 15th from 5PM-7PM. The book sale setup will be May 14th, with the sale occurring from the 15th-17th. The Friends meeting in May will be on the 22nd.

Unfinished Business

Strategic Plan Priority Items

Sondra went through the main topics associated with the objectives. Rich mentioned adding an objective regarding publicity and having someone responsible for this task. Martina moved to approve the action plan; Mary seconded. The motion passed unanimously.

Nest Update

Evan showed a sticker created with the new vinyl printer and cutter and will make a sample for the Property Owners breakfast on May 6th. Susan spoke about advocating for The Nest at Nichols College.

Staff Update

Paige St. Lawrence's last day will be May 10th: she has been the Children's Assistant Librarian for a little over 2 years and has done an excellent job improving programming in the youth services department.

Warrant Process

Previously discussed.

Office Space/Water Fountain/Furniture

The filter in the downstairs water fountain has been changed. This has been removed from the capital improvement plan. The new office will be installed in May.

Conflict of Interest Form

Just one Trustee has not completed the conflict-of-interest form.

Upcoming Holiday

Mary moved the Library close on both Good Friday and Patriots Day; Martina seconded. The motion passed unanimously.

New Business

Federal Funding/IMLS Discussion

There was a brief discussion regarding services that may be disrupted due to the change in federal funding.

Adjournment

Jeanne moved to adjourn; Martina seconded. The motion passed unanimously, and the meeting adjourned at 6:33PM.

Respectfully submitted,

Jeanne Mikels, Secretary

Evan Hale, Clerk

Exhibits (to be posted on the Library Website)

Director's Report

Financial Reports

Minutes Approved: May 8, 2025