



Board of Library Trustees

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

Minutes for Thursday, December 14, 2023

In Attendance

Rena Klebart, Chair, Rich Franas, Vice Chair, Martina Koziak, Treasurer, Jeanne Mikels, Secretary, , Sue Buehler and Evelyn Pappas present. Sondra Murphy, Library Director, and Evan Hale, Assistant Director and Clerk were also present. Mary Chabot was absent. Meeting called to order at 5:30PM

Approval of Minutes

Sue requested a small correction. Mary moved to approve the minutes as amended; Martina seconded. Rena, Martina, Jeanne, Sue and Evelyn approved the minutes while Rich abstained.

Reports

Director's Report

Sondra mentioned that she and Evan attended the Massachusetts Library System Annual Meeting in Devens, MA. She also spoke briefly about the LSTA grant and a building update regarding a compressor failure in the HVAC system. The part is under warranty; however, we will have to pay for labor, estimated to be about \$4,000. Rena suggested the Adult Programming section of the Director's Report be adjusted to highlight what the programs actually are. Evan mentioned that tonight's concert in the Community Room would be the inaugural run of the mobile streaming cart tonight.

Warrants and Financial Reports

Tia spoke about the financial reports. Sondra spoke about the WonderBooks we purchased that have been very popular. She would like to purchase more books. Sondra also spoke about the State Aid appropriations, which will be determined in January.

Friends Update

Sue spoke about the Friends' board meeting on November 16th, and highlighted the progress made in discussions with the school system. She spoke about the STEAM Museum, which will have 5th and 6th graders in attendance. The Halloween swap was successful. The art exhibits have been booked until the end of March. Rena mentioned the June slot for the art exhibit will hopefully be Bartlett students. Dolly Parton's Imagination Library is back and is expected to be launched in April or May. Place Motors gave the Friends' a check for \$8,000 as a result of their 100th anniversary celebration. The next board meeting will be January 18th.

Unfinished Business

Trust Fund Proposal: Screens for Collection Desk Windows

No update, tabled until next month's meeting.



Joint Session Trustee and Friends Update

Rena spoke about the Joint Session saying it was incredibly positive, including a discussion about conducting the meetings more often. The next meeting will be on January 25th at 6PM. Trustees have been asked to think about additional methods of continued communications with the Friends.

LSTA Grant Letter of Intent

Sondra mentioned the idea behind the grant took a little while to nail down, and commented that we might be redirected to a different grant path. In the grant we would reconfigure the Periodicals room to a co-working space, while the connected Flex space would be converted to storage for items we need for the spaces. This area would also contain a Small-Business Incubator with partnerships with local businesses. Sondra and Evan toured the Framingham Library Makerspace as well as a co-working space called "WorkBar", generating a lot of great ideas. The max budget for this grant would be \$30,000.

Holiday Closures and Schedule

We are asking to close at 1PM on Friday the 22nd, and the 29th, and closing entirely on the 23rd, and the 30th. Mary made the motion; Jeanne seconded. The motion passed unanimously.

New Business

Selectman Meeting Update

Rena spoke about the December 11th meeting with Board of Selectman which she and Sondra attended. Sondra did a great job presenting the information, all of which was very well received by the Board.

Programming Policy 1st Reading

Rena mentioned the Programming Policy and that Trustees should be ready to vote on it next month.

Adjournment

Mary moved to adjourn; Jeanne seconded. The motion was unanimously approved. Meeting adjourned at 6:27PM.

Respectfully submitted,

Jeanne Mikels, Secretary

Evan Hale, Clerk

Exhibits (to be posted on the Library Website)

Director's Report
Financial Reports

Minutes Approved: January 11, 2024