



Board of Library Trustees

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

Minutes for Thursday, February 8, 2024

In Attendance

Rena Klebart, Chair, Rich Franas, Vice Chair, Jeanne Mikels, Secretary, Susan Buehler, Mary Chabot, and Evelyn Pappas. Also in attendance Sondra Murphy, Library Director, and Evan Hale, Assistant Director and clerk. Martina Koziak, Treasurer was absent. Meeting called to order at 5:31PM

Approval of Minutes

Evelyn suggested a correction to the January meeting minutes to include her as having been absent from the January 11th meeting. Mary moved to approve the minutes as amended; Rich seconded. Motion passed unanimously.

Mary moved to approve the Joint Meeting minutes from January 25th; Rich seconded. Motion passed unanimously.

Reports

Director's Report

Sondra noted building maintenance performed by Renaud. Evan stated that the grant we applied for from the ARSL was awarded; the Library will receive \$15,000 to purchase laptops and a charging cart. A recommendation was made to put out a press release regarding this grant. Evan mentioned a meeting with Old Sturbridge Village. It is a good connection and they are going to help with the LSTA grant and will hopefully do some programs at the Library.

Financial Report

Sondra pointed out that Library spending is right on track for where we are in the fiscal year.

Friends Update

The next Friends' Board Meeting is February 15th. Sue said the garden committee has been meeting with Sondra and Randa. Dolly Parton's Imagination Library is approved and recipients will start receiving books in May or June. June 20th through 22nd will be the Friends' annual book sale. Setup will be on Tuesday the 18th. They are trying to get volunteers for the sale. Discussion is ongoing regarding converting the Friends' room into a permanent book sale space.

Unfinished Business

Trust Fund Proposal: Screens for Collection Desk Windows

Sondra presented a quote from Contexture for installing shades in the circulation room for approximately \$2,300. Mary moved to purchase the panels; Sue seconded. Motion passed unanimously.



LSTA Grant Update

Sondra mentioned meetings with Konica regarding technology for the grant, a furniture vendor, OSV and collaboration with the Webster-Dudley Business Alliance. She also mentioned finding donors for purchasing supplies beyond the purview of the grant.

New Business

Card Holder Policy: 1st reading

Sondra did a preliminary reading of the Library Card Policy.

Budget Update

Rena spoke about a joint statement by the Friends and Trustees in support of the budget. Sondra and Evan met with Rick LaFond, Town Administrator, and Tim Bell, Town Accountant, regarding our budget request.

Joint Meeting Update

Rena asked about a subcommittee that was formed at the joint meeting regarding supporting the Library. There has been interest from Board of Trustees and Friends' members to form a 5-person committee, two from each Board, and Sondra, the Library Director.

iPad Display

Sondra spoke about a quote from Trivium Interactive about upgrading the historical display. This will be tabled for further discussion.

Election Schedule

Rena reminded the two Trustees whose terms expire in 2024 that nomination papers are currently available and need to be returned to the Town Clerk by EOD March 14th.

Request to film Short-Film scenes in the Library

Evan mentioned a request to shoot some scenes for a short film inside and outside the Library. Sondra approves. Mary moved to accept this proposal pending approval from the town; Jeanne seconded. Motion passed unanimously.

Adjournment

Mary moved to adjourn; Sue seconded. Meeting adjourned at 7:15PM.



Respectfully submitted,

Jeanne Mikels, Secretary

Evan Hale, Clerk

Exhibits (to be posted on the Library Website)

Director's Report
Financial Reports

Minutes Approved: March 14, 2024