



Board of Library Trustees

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

Minutes for Thursday, July 13, 2023

In Attendance

Rena Klebart, Chair, Martina Koziak, Treasurer, Jeanne Mikels, Secretary, Sue Buehler and Mary Chabot, Sondra Murphy, Library Director, and Evan Hale, Assistant Director and Clerk.

Absent

Rich Franas, Vice Chair and Evelyn Pappas

Called to Order

Rena called the meeting to order at 5:34PM.

Pledge of Allegiance

Approval of Minutes from Thursday June 8, 2023

Mary moved to approve the minutes; Martina seconded. Motion was approved unanimously.

Approval of Minutes from Friday June 30, 2023

A minor grammar correction was suggested regarding decertified libraries. Mary moved to approve the minutes as amended: Martina seconded, and the motion passed unanimously.

Reports

Director's Report

Sondra highlighted the building updates in the Director's Report: Stanley Doors has provided a quote of \$3,000 to repair the front doors. Evan provided an update on the projector project. Martina presented the idea of creating a "revolving fund" of unspent budget funds to be utilized for an as-yet-to-be developed Capital Improvement Plan. Sondra and Tia will discuss further and develop talking points to present to the town. Sue asked if the increase in part-time pay was coming out of the budget, or out of state-aid: it's coming out of state-aid.

Warrants and Financial Reports

Martina spoke on the budget and financial reports.

Budget Update

Martina mentioned that the budget has increased 3% for FY24.

Friends Update

Sue reported the most recent Friends Board Meeting was on June 14th. The Friends have sent out an appeal for more books to be donated to their annual and ongoing book sales. The membership drive is going well.



The Friends Board of Directors hopes to increase by 2 additional members. The election will be held at the September 21st Annual Meeting. The One Book, One Community Project has been guaranteed funding for next year, if needed. Allison Caraceni is setting up a committee to reach out to Friends' members to find out skills and interests to incorporate and utilize Friends' members more effectively. They are looking toward Fall of 2024 for the next Bites, Books and Blooms. The Friends' annual meeting will be on the 21st of September.

Unfinished Business

Strategic Planning: Update

Rena highlighted the Community and Library Profile infographics.

Decertified Library Communication

Sondra mentioned that the Pearle E. Crawford Library will probably not close, although this is still a very fluid situation. However, they are funded for the time being.

New Business

Beer and Wine Permit

Sondra presented a program idea regarding a collaboration with Andy's Neighborhood Canteen in Webster: the Charlie Cart will be used to make pasta with products grown in the Community Garden, combined with a wine pairing. Randa will appear before a Board of Selectmen meeting to request a one-day beer and wine permit. Registration will be limited to perhaps just 15-20 people. Mary moved to approve both the program and request for the one-day permit; Jeanne seconded. The motion passed unanimously.

Early Closing Request

Sondra spoke about another program in conjunction with Andy's Neighborhood Canteen: a Stump The Librarian Trivia Thursday evening at Andy's. The Library would need to close at 7:30PM instead of 8PM on a Thursday. Mary moved to accept the early closing request; Jeanne seconded, and the motion passed unanimously.

Lobby Shelving

Sondra mentioned the desire to purchase two bookshelves to hold The Library of Things items, along with Video Games and Board Games in the lobby and requested the use of trust funds to purchase the shelving. The total anticipated cost would be approximately \$1,700 plus shipping. Sue Buehler moved to approve the use of trust funds for this purchase; Jeanne seconded. The motion passed unanimously.

Resource Officer Office Hours

Rena spoke about having office hours to be held in the library in collaboration with the Sheriff's Department having a resource officer on the premises to give aid with the homeless population and provide available resources. Martina spoke about collaborating with the Senior Center if she knows any seniors experiencing homelessness to let them know about this resource. Sondra will speak to Jean Travis and the Resource Officer to discuss how this will work.



Adjournment

Mary moved to adjourn; Martina seconded. The motion passed unanimously and the meeting adjourned at 6:55PM.

Respectfully submitted,

Jeanne Mikels, Secretary

Evan Hale, Clerk

Exhibits (to be posted on the Library Website)

Director's Report

Financial Reports

Minutes Approved: August 10, 2023

