



Board of Library Trustees
Gladys E. Kelly Public Library, 2 Lake Street, Webster, MA
Minutes for Thursday, July 9, 2026

In Attendance

Susan Veshi, Chair, Rena Klebart, Vice Chair, Jeanne Mikels, Secretary, Martina Koziak, Treasurer, Mary Chabot, Ashleigh Dziedzic, and Sarah Reed. Also present were Sondra Murphy, Library Director, and Evan Hale, Assistant Director and Board Clerk.

Meeting Called to Order

Meeting called to order at 5:00PM

Minutes:

Mary moved to approve the minutes as written; Martina seconded. The motion passed unanimously.

Reports

Trustees Report from the Director

Sondra spoke of meeting with a millworker about changing the children's desk. He will present 3 options. A children's assistant has been hired: Maggie will start Monday, has library experience and is attending Library School. Sondra met with a carpenter about installing a dishwasher but has received a referral to another who is expected to be less expensive. Fiscal year 2026 ended July 31st and all associated reporting is now complete. Evan spoke about another successful screening of Threaded Together, and an historical walking tour. He also spoke of two signs that he worked with the Webster Historical Commission to create which will be installed soon.

Warrants and Financial Reports

Martina spoke about the monthly financial reports.

Friends Update

Sondra's programming budget was approved in its entirety. The final amount is \$92,450. This does not include grants. Bites, Books, and Blooms tickets will be \$45 for Friends members, and \$50 for non-members.

Unfinished Business

Statistics and Budget

Sondra shared exciting statistics: last year, 61,700 people entered the building, this year 74,000 did, an increase of 19.9%. Our programming attendance increased from 15,000 attendees to over 20,000, an increase of over 33.33%. She credits the staff and change in hours as major contributors to the increases.

Senator Moore Community Room Dedication

The Community Room will be dedicated to Senator Moore on October 4th at 3PM.

Minimum Staff Policy

Sondra used the MBLC staffing policies to guide her drafted policy. The policy recommends a minimum of 2 people on staff from 9am - 3pm on weekdays, 3 from 3pm - 8pm, and 3 on Saturdays. Mary moved to adopt the policy; Martina seconded and the motion passed unanimously.

Grants Status

We were not awarded the solar grant, nor the ARSL grant but did receive \$5,000 from United Way. Sondra will also be applying for a grant through the Greater Worcester Community Foundation to install a permanent story walk.

Staff Update

Marco, one of our Library Assistants, has resigned from his position, which has now been filled. All staff will have 1-, 3-and 6-month check-ins when moving into a new position to ensure they are on the right track.

Building Update

Some filters were replaced in the building. An elevator inspection is coming up at the end of the month.

New Business

New Trustee Orientation

Susan spoke about a new trustee orientation and workshop beyond what the MBLC is providing. The next step is to have a planning meeting with Robin River, the Friends' president.

Adjournment

Martina moved to adjourn the meeting; Mary seconded and the meeting is adjourned at 6:40PM.

Respectfully submitted,

Jeanne Mikels, Secretary

Evan Hale, Clerk

Exhibits (to be posted on the Library Website)

Director's Report

Financial Reports

Minutes Approved: August 13, 2026