



## **Board of Library Trustees**

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

**Minutes for Thursday, June 13, 2024**

### **In Attendance**

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

### **Meeting Called to Order**

Meeting called to order at 5:30PM

### **Approval of Minutes**

The April meeting minutes were brought up for approval. Mary moved to accept them as written; Martina seconded. The motion was unanimously approved. The May 9th meeting minutes were brought up for approval. Martina moved to accept them as written; Susan seconded. Mary abstained from the vote; all other members voted to approve.

### **Reports**

#### Trustees' Report from the Director

Sondra spoke about attending the MLA conference and preparing for Geraldine Brooks' presentation. She also spoke about the trimming of the bushes. United Way will be here next week to do some weeding and mulching. Sondra gave an update on the sprinkler system issues, which have been resolved. Evan spoke about the MLA conference, and receiving a scholarship to attend the ARSL conference in Springfield, MA in September.

#### Warrants and Financial Update

Martina spoke about the Warrants and Financial updates.

#### Friends Update

Sue gave an update on Geraldine Brooks' discussion, which went extremely well. The Book Sale is next week with setup starting on Tuesday, volunteers are welcome. The STEAM Museum had 90 attendees from the Middle School. Allison Uccello will be leaving the Friends' board of directors, and Pat Nectow has asked to be relieved of the Treasurer position. The new membership letter was sent as of June 1st. Books, Bites, and Bloom will be October 17th with Robin River charring.

## **Unfinished Business**

### 2024 Grants Update: Bank Hometown, United Way, Greater Worcester Community Foundation

Sondra gave an updated the status of grants that have been applied for, those received and those which are still pending.

### Interior Space Design, Next Steps

Sondra gave an update on Interior Space Design next steps, including a joint meeting with the staff, Friends, and Trustees to determine the most important building changes needed.

### Warrant Article: Prudent Investment, Questions

Rich stated that we should discuss this new warrant article, which passed, with Timothy Bell, Town Accountant. Discussion revolved around the handling of this Warrant, and it was decided that the Trustees will not rush into any decisions regarding Prudent Investment.

## **New Business**

### Policy Review: Community Spaces

Sondra spoke about the additions to the Community Spaces Policy. Martina moved to approve the policy with Sondra's additions; Mary seconded. The motion passed unanimously.

### Periodical Room Signage

Sondra presented a quote from AlphaGraphics for the new Periodicals Room Signage to better reflect the new usage of the space. Discussion resulted in a few modifications, and a new quote will be procured to include the modifications.

### ARSL Conference

Sondra requested approval to go to the ARSL conference and funding to cover her attendance and one night stay in a hotel. Mary moved to approve using State Aid funds for Sondra to attend the conference; Martina seconded. The motion passed unanimously.

### Annual Action Plan: Goals

Sondra gave an update on additions to the Annual Action Plan.

### Town of Webster Communitywide Historic Preservation Plan

Trustees are invited to attend a program hosted by the Webster Historical Commission on June 25th at 6PM.

### Next Month's Meeting

The next meeting will be on July 11th; however, the meeting will take place at 5pm rather than 5:30pm.

## **Adjournment**

Martina moved to adjourn; Sue seconded. The motion passed unanimously, and the meeting adjourned at 6:47pm

Respectfully submitted,

*Jeanne Mikels*, Secretary

*Evan Hale*, Clerk

**Exhibits** (to be posted on the Library Website)

Director's Report

Financial Reports

Minutes Approved: July 11, 2024