

Board of Library Trustees
Minutes 10/12/21

Present: Monika Brodsky (Chair), Jeanne Ivas (Vice Chair), Kathleen Fitzgerald, Kathryn Mudgett, Sarah Cassidy, Judy McConarty (Director), and Rachel Breen

Call to Order: Meeting called to order at 7:05 PM.

Public Comments: None.

Additions to the Agenda: None.

Approval of Minutes: September 14, 2021 minutes approved.

Reports:

Director: Judy reported that in September there were over 6,400 walk-in visits to the library and that staff issued 103 new library cards. Tai Chi resumed at the library in September and is being offered weekly on Tuesday mornings. Children's programs are being held outdoors and virtually. Judy reached out to the Stoughton Public Library and got the contact information for their Giving Tree vendor. Judy has contacted the company and is awaiting their response.

Financial: As of the end of September, the remaining balance in personnel services is \$419,087.76. The remaining balance in general expenses is \$135,588.67. The total for the cash drawer receipts from July-September is \$305.15, and the total for copier money is \$328.

Friends/Foundation: The Friends Meeting is schedule for Wednesday, October 13th at 6pm. Judy will try to coordinate a meeting between the Friends and the Foundation after the Friends meeting.

Building Project Update: The closeout phase of the project is ongoing. Discussions regarding the ongoing maintenance of the landscape and the snow plow plan continue. Chase Landscape is expected on site Wednesday, October 13th for final landscaping work. Re-seeding of the bio-retention areas will need to wait until Spring. The Certificate of Completion was signed. In order to receive the final grant disbursement there are certain milestones that still need to be reached. Pomroy is working with M. O'Connor to settle on the library's utility bills. The library should expect a credit. OE found a replacement book drop. The work is estimated to cost roughly \$7,000. In response to the recent plumbing issue, the library has bought rapid dissolving toilet paper and are looking into adjusting the length of the flush times and revising signage. Work on other punch list items continue.

COVID Protocols: The library asks all patrons to wear masks while inside the library. Language asking for patrons to wear masks while inside the library and while attending programs has been included in program descriptions, flyers in the library, etc.

ARIS/Financial Report: The Financial Report was submitted to the MBLC. Judy briefly reviewed the highlights of the report with Trustees.

The next meeting will be Tuesday, November 9, 2021.
Meeting adjourned at 8:00 PM. Recorded by Rachel Breen