

# Norwell Public Library Board of Trustees

## Minutes 1/16/2024

**Present:** Kathryn Mudgett (Chair), Sarah Cassidy (Vice-Chair), Monika Brodsky, Jeanne Hagelstein-Ivas via Zoom, Chris Smith via Zoom, Lauren McNeil, Rachel Breen (Director), Pam Achille

**Call to Order:** Meeting called to order at 7:05 pm

**Public Comments:** None

**Additions to Agenda:** Mary Kustka, NPL staff member for nearly 30 years who passed away recently: NPL staff are making a contribution to the Greater Boston Food Bank in Mary's honor as per her request, and have purchased two cookbooks to add to the collection with a bookplate dedicating the books to her memory. The Trustees have decided to gather donations to have Mary's name embroidered on the Friends Quilt in the book sale room, and all extra proceeds will be a donation to the Friends in Mary's honor.

**Approval of Minutes:** The December 12, 2023 Trustees meeting minutes were approved unanimously in a roll call vote.

**Director's Report:** In December there were 6,447 walk-in visits to the library. We currently have 5,447 active library cardholders. Over 5,000 items were checked out. Libby Magazines, Hoopla, and Freegal were the most used digital resources.

Monthly adult programs included regular programs such as Tai Chi, Mindful Yoga for Everyone, Basic Technology Help, Knitting Night, the Literary Circle Book Group, and the Evening Book Group. Craig Harris presented his program "Indigenous Music in North America". In collaboration with the Ashland Public Library virtual programs included a "Baking Demo and Discussion with Chef Erin Jeanne McDowell" and the "Holiday Romance Book Recommendations with Library Journal Reviewer John Charles" program.

Teen programs included an afternoon showing of the movie *Barbie*, a Take & Make No Sew Snowman kit, a Video Games Club meeting, a TAG meeting, and a metalsmithing workshop with Heather Beck where teens were able to make their own copper crafted bookmark.

Children's programs included weekly Storytime and Baby Playgroup sessions. The South Shore Vocational School visited the library twice for special storytimes, and both Spider and Skipper visited for "Read to a Therapy Dog" sessions. Additional programming included Yoga Storytime, a Local Author storytime, a concert with Toe Jam Puppet Band, a Bluey themed scavenger hunt, and a drop-in New Year's Eve Hat craft in the Children's Studio. The Norwell Garden Club donated Take & Make paperwhite bulb kits to take home and plant.

Community events included Patron Appreciation Day on Saturday, December 16<sup>th</sup>. There were warm beverages and snacks available in the Workshop and patrons who returned their overdue items received fine forgiveness. The day concluded with a special holiday concert featuring Les Sampou and the Dirty Martinis.

Community groups and committees such as the Norwell Historical Commission, Norwell School Committee, Norwell Democratic Town Committee, Norwell Zoning Board, a local Brownie Troop, and a Girl Scout Group utilized the library's meeting spaces for programs and meetings.

**Financial Report:** At the end of December the remaining FY24 balance in personnel services was \$306,363.67 and the remaining balance in general expenses was \$135,264.61. The cash drawer receipts for December totaled \$532.84 and the public copier/printer receipts totaled \$170.00.

**Friends:** The Norwell Women's Club is sponsoring the New England Aquarium Museum Pass for another year. The Friends are planning to send out their annual appeal letter at the end of March to coincide with April 3, which is Library Giving Day. The Friends are still actively looking for more volunteers.

**Foundation:** No updates to report.

**Library updates:** The Spring and Summer programming schedule is quickly being booked. The library received 500 Eclipse glasses from the SEAL (Solar Eclipse Activities for Libraries) program with funding from the Gordon and Betty Moore Foundation, and is planning several Eclipse related programs leading up to the April 8 eclipse. The Commission on Disabilities has offered to donate something such as technology to assist patrons with accessibility in the library. They will be working with Director Rachel Breen to investigate options.

**Bookmark Sale/Fundraiser:** There has been a request from a middle school student to sell homemade bookmarks in the library with the proceeds going to the Friends or Foundation. His information will be sent to the Friends so that he can work directly with them to possibly sell his bookmarks in the Friends Book Sale room.

**FY25 Budget Request:** The next step in the process will be appearing before the Advisory Board, dates TBD in February. Rachel will let the Trustees know as soon as the date is set.

**State of the Town Breakfast:** The annual Norwell Chamber of Commerce State of the Town Breakfast will be held in the NPL Meeting Room on Thursday, January 25 from 7-9 am.

**Weather-Related/Emergency Closings:** The NPL Weather-Related/Emergency Closing Checklist was reviewed and unanimously approved by a roll call vote for another one year period.

Meeting adjourned at 7:40 by roll call vote. Minutes recorded by Pam Achille.