



Stoneham Public Library

STONEHAM, MASSACHUSETTS 02180
BOARD OF LIBRARY TRUSTEES

NOTICE OF MEETING

(in accordance with provisions of Chapter 626, Acts of 1958)

In response to Governor Baker's declaration of a public health emergency and the related Emergency Executive Order dated March 12, 2020 and the extension granted under Chapter 20 of the Acts of 2021 signed by the Governor on June 16, 2021, the Library Board of Trustees shall be meeting remotely until further notice. The audio conferencing application GoToMeeting will be used for this purpose. An online link and telephone access number will be provided on all meeting agendas and also on the Library's website. This application will permit the public to access and participate in future Board of Trustees meetings. Instructions for joining meetings in this manner will be provided on the Library's and Town Clerk's websites. We extend our thanks for your understanding and participation in this manner, which is intended to keep members of the Board, Library staff, and the public safe.

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/835704077>

You can also dial in using your phone.

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Access Code: 835-704-077

AGENCY: STONEHAM PUBLIC LIBRARY BOARD OF TRUSTEES
LOCATION: STONEHAM PUBLIC LIBRARY/STONEHAM ROOM
DATE OF MEETING: MONDAY, JANUARY 8, 2023
TIME OF MEETING: 7:00 P.M.

AGENDA

Attendance: Austin, Tricia, Sue, Lisa, Jessi, Rachel, Jane, Lindsay online

1. Call to Order 7:00

2. Public Comment: resident asked if we are advocating for the AARPA funds.

3. Approval of Minutes/Statistics:

Minutes from Dec 18, 2023. Motion by Jane, Second by Lisa. Sue abstained. Approved unanimously

Statistics Report: Tricia would like an annual review of FY23 circulation. Kudos for video game circulation. Austin asked about social media and community engagement, numbers were low. Because FY is July 1 to June 30, numbers reflect building of programs. Motion by Jane second by Austin, approved unanimously.

4. Friends of Library Update: Lindsay online. No new updates. Donations and volunteers continue to reach out. Author visit with Morgan Baker, 1/22/24. Friends will work out a Donation Letter for "donations made in honor of..."

5. Director's Report

Kudos to the library staff for keeping things running.

Lily onboarded Anna. Looking at starting a Cookbook club, everyone cooks from the same book and bring prepared dish for a potluck.

Rachel had a budget meeting with Dennis and Leah. Preliminary budget planning. She is presenting to Bi-Board Jan 9.

Junior room, junior room offices, library of things, and tech room have new locks.

Accessible bathroom will be updated so it is accessible. New deadbolt, "occupied" "vacant"

6. Director's Annual Evaluation/Compensation: Discussion/Vote:

Tricia shared:

Rachel has made great strides in repairing relationships with the Town. She has worked to hire staff, to the point that we are fully staffed for the first time in years. She worked closely with the facilities director and vendors to prepare comprehensive quotes for the infrastructure improvements. In addition, she has overseen several capital projects that had been languishing. Rachel has administered major changes in library services: the teen area, library of things, removal of the security gate, and new self-checkout. Rachel worked with the Board of trustee to use \$62,000 of the State Aid for items not funded by the regular library budget.

Jane was pleased to see the "advertisement" in the mailing that went out with tax bills.

Austin is impressed with Rachel and her not only immediate care of the staff and library, but also long term issues of the building, as well as population of Town and how it affects the Library.

Lisa noted that Rachel has made steady progress on the building maintenance issues. Appreciate that Rachel can take a pause and reflect when the Trustees pushback on big ideas.

Motion to raise her salary 2.5% made by Jessi, second by Austin. Approved unanimously.

7. State Aid Expenditure Request: Roof Design Plans;

GRLA will oversee the design, and process to the end.

Asking \$14,600 to cover the remainder of the Architect firm (Capital committee agreed to \$35,000)

Motion to approve by Austin, second by Sue. approved unanimously

8. MBLC Consultation Report: Discussion Tricia got guidance on how to work with the new Friends group since they are now a 501c3

Friends are separate from the Library, they are advocates for the Library

Memo of Understanding about how the Board of Trustees and the Friends board will interact.

Board members can attend meetings and discuss matters, but not make any decisions for the Trustees. More discussion about this will take place at future meetings.

9. Trustee Attendance at next Friends Meeting: February 10th at 12:00, Austin volunteered to attend

10. Next Meeting: Monday, February 12th at 7:00pm

11. Adjournment: motion to by Sue, second Jane. unanimously approved.