

## BOARD OF LIBRARY TRUSTEES MEETING MINUTES

January 25, 2022, 7 PM

Virtual meeting on Zoom

- 1. Call to order of Board of Library Trustees Meeting.** Present: Jeff Billingham, Nancy Gilbert, April Jones Prince, Clare O'Connor, AnneMarie Bird, Poornima Tekumalla, Chair Deb Lebeaux and Library Director Priya Rathnam. Absent : Lisa Powers and Joan Barry.
- 2. Review and act to approve minutes of the December 21, 2021 meeting.** A motion to approve the minutes was made by Clare O'Connor, seconded by Nancy Gilbert, and was unanimously approved.
- 3. Review and act to approve Director's report of activities of December 2021.** The Library Director's report was reviewed. A motion to approve the report was made by Clare O'Connor, seconded by Jeff Billingham, and was unanimously approved.
- 4. Programs & Services: Director's report of programs and services offered in December 2021.** Priya made note that in December some programs including the book club and one of the memory cafes were able to meet in person before the COVID restrictions. Deb had asked what the storywalk book this month is and Priya reports the new Storywalk book this month is - *A Sled for Gabo* by Emma Otherguy. Deb asked about the number of new library cards given out and if they are mostly Shrewsbury residents. Priya reported that they are mostly Shrewsbury residents. The library does keep a record of the number of new registrations of non-Shrewsbury patrons. SPL receives twice the items of those requested than those that are loaned out. With ½ the staff it can be challenging to mind the desk and to keep patrons to the 30 minute time limit. Priya is working on the annual town report. Final draft due February 1, 2022. Priya will share with the board the town report for review.
- 5. Financial and Legislative: Review and act upon FY2021 YTD report.** Priya noted that we are still on target for spending. State aid is distributed twice during the fiscal year. \$67,000 was awarded for FY2022. Looking like that will be about the same contribution for FY2023. Priya and Deb met on January 10, 2022 with the town manager. Proposal was made by Priya to increase the hourly rate for pages to \$15 and also a proposal to increase the rate for non-benefited employees. A motion to approve the report was made by Jeff Billingham, seconded by April Jones Prince, and was unanimously approved.
- 6. Facility, Equipment and Grounds.** Nothing new to report.

**7. Gifts and Grants.** Nothing new to report.

**8. Personnel.** Digital Services Librarian and Technology Specialist positions posted. Priya reports that they received applications and 4 interviews are scheduled this week via zoom.

**9. Shrewsbury Public Library Foundation.** One member of the board Dale Magee resigned. Looking at bringing one or more members to the board. Nancy mentioned reaching out to the three people who had applied before for consideration as well as posting for new members. Letter of appeal that was sent out last month has brought in \$6500.

**10. Friends of the Library.** 2 New members have been added to the Friends board. Shilpa Kulkarni and Yash Salva who will assist with programming and publicity.

**11. Policies.** Nothing new to report.

**12. Miscellaneous.** Priya reports that the strategic planning for 2025-2030 will begin soon. Our current one goes through 2024. Priya would like to hire a consultant to help with this. She will get references from other libraries and will come back with some ideas. State Aid funds would be used for this consultant.

**13. Next meeting: February 22, 2022.** Board meeting dates in 2022: March 22nd, April 26th, May 24th, June 28th, September 27th, October 25th, November 22nd and December TBD. A motion to end the meeting was made by Nancy Gilbert, seconded by Clare O'Connor, and was unanimously approved.

Submitted by Trustee AnneMarie Bird