



Shrewsbury Public Library

INSPIRING LEARNING, EMPOWERING OUR COMMUNITY

BOARD OF LIBRARY TRUSTEES MEETING MINUTES

June 21, 2022, 7 PM

In-Person and Zoom Meeting

1. 7:00 PM Call to order of Board of Library Trustees Meeting:

Present in person: Deb Lebeaux, Jeff Billingham, April Jones Prince, Clare O'Connor, Poornima Tekumalla, Joan Barry, and Library Director Priya Rathnam

Present on Zoom: Noor Ali

Absent with notice: Lisa Powers

2. Review and act to approve minutes of May 24, 2022, meeting:

Minutes were reviewed and approved with no changes. A motion to approve was made by Nancy Gilbert, seconded by April Jones Prince, and was unanimously approved.

3. Review and act to approve Director's report of activities of March 2022:

Library Director Priya Rathnam highlighted teen programs.

- Teens in community are hosting/facilitating programs on:
- Self-improvement, self-reflection happiness productivity.
- Sustainability workshop
- Competitive math preparation by recent graduates for grades 7-12

Teen librarian had 5 summer volunteer session with 141 attendees, interviewed 96 applicants and picked 40 new teen volunteers for the summer. They will help in children's and teen room and can be trained to help with shelving and holds. Summer reading program is from June 27 to August 27- Kick off on June 23 and events included are local author showcase, games and activities for teens, children's room ice-cream from Uhlmann's, magic show with Scott Jameson. Summer reading program is themed "read beyond the beaten path", where children's librarian picks a theme. The first one is camping that includes making trails mix, solar oven and making s'mores and boy scouts will show what you need gear for camping. For teens there are adventure walks on lake street park, walk and talk book club which was an idea from teen advisory. Adults can participate in summer reading program, enter title and author and put into raffle box and can win a prize. A motion to approve was made by Joan Barry and seconded by Clare O'Connor.

4. Programs & Services: Director's report of programs and services offered in May 2022:

The programs and services are very busy and almost restored to pre-pandemic times.

5. Financial and Legislative: Review and act upon FY2022 YTD report:

- Review and act upon YTD report: Budget on target for year on 98%. Materials are at 95.5% but we can carry over if needed. A motion to approve was made by Nancy Gilbert and seconded by Jeff Billingham.
- Review and approve funding for 2025-2030 strategic plan proposal: Director Priya Rathnam reached out to three other library directors who worked with Barbara from SAGE consulting. She has been successful with remote sessions. Does not travel as she takes care of an elderly person. Ayer, Boxborough and Holden library director all endorsed Barbara and enthusiastically recommended her. Shrewsbury can do a hybrid plan of virtual and in-person. A motion to approve this program was made by Nancy Gilbert and seconded by Jeff Billingham and the plan could be initiated in October.

6. Facility, Equipment and Grounds:

There was nothing new to report.

7. Gifts and Grants:

There was nothing new to report.

8. Personnel:

- Update on Digital Services Librarian position: There were 5 applications 3 interviews followed by second interviews. Offer was sent to Sierra Chastain-Rittue who will start on July 5. She has worked part time in a few libraries. Currently based in Chicopee, she completed a master's degree and has worked for a short time in MIT library. She had a great presentation for her second interview encompassing everything for a hypothetical maker space.
- New Seasonal Circulation Aides hired: Posted internally and had 5 applications. Library has hired Erin Canzano and Tuyen Truong. Tuyen has been working for SPL in different capacities and is now going to grad school.

9. Shrewsbury Public Library Foundation:

Nancy Gilbert reported that the last day for letters of interest was June 22, 2022, and since the next BoT mtg is in September, she has shared one letter of interest with BoT. The board felt strongly about this candidate, Mo Boisvert. A motion to approve was made by Joan Barry and seconded by April Jones Prince. and put this person for BoT approval. If there is a second applicant, the Foundation would like to have an additional member. It is recommended that when someone leaves board on their own volition, they should recommend a replacement. There are lots of activities and thus would be good to have an extra person on the Board. The BoT will send a thank you note when the Foundation Board member announces intention to leave.

10. Friends of the Library:

Director Priya Rathnam mentioned that we have not found anyone to take over running the book sale. Clair will continue to run the sale this year. The book sale will be a good place to tap out a good replacement. A decision was made to run this year's book sale as a team. This could be an opportunity for adults to help and teens to be involved as part of their community service.

11. Policies:

Revision of museum pass policy, hotspot lending policy and laptop loaning policy: If SPL restricts loan items to Shrewsbury residents cannot include in state aid report. Everyone agreed that opening it up to residents of other towns is the way to go. Director Priya Rathnam mentioned the need to change wording on policy to include residents from other towns with an active CW Mars Card. The recommendation is to change for a year and then evaluate whether the policy change affects Shrewsbury Residents. Priya Rathnam will monitor numbers regularly. A recommendation was also made to make a consistent policy fine of \$5 per day. Both policy changes were approved by Nancy Gilbert and seconded by Deb Lebeaux.

12. Miscellaneous:

There was a discussion on the library sign by Colton Lane that is hard to see from Main Street. A second discussion was about the blue universal parking sign in the library parking lot.

13. Next Trustees meeting: September 27, 2022:

Board meeting dates in 2022: October 25, November 22, December TBD. A motion to adjourn the meeting was made by Nancy Gilbert and seconded by April Jones Prince. The BoT thanked Krista for recording the meeting.

SUBMITTED BY TRUSTEE POORNIMA TEKUMALLA