

***Southwick Public Library Board of Trustees Meeting Minutes for January 25, 2022
at 7:00 p.m.***

The meeting was held in person at the Library and remote via Zoom

Present: Michael McMahon (Chair), Maria Gallo, Tammy Ciak-Bissaillon (on Zoom), Tracy Meczywor, Lynn Blair (Library Director)

Public Comments: none

Communications:

Children's Room has baby bags for infants

All policies online

Met with school resource officer re: possible training

Possible change in alarm company (handled by town

Grant application time with staff working on two grants (filed annually)

Excess weeded books considering disposal/recycling

Planning for a possible staff meeting in February

Director's Report:

December statistics

Accepting of Minutes:

Acceptance of December minutes – Vote: everyone yes

Old Business:

New part-time circulation staff member started. Replaced a person that left

Continuing with LSTA grant including ordering tables and chairs

New Business:

FY 2023 Budget Discussion – see attached budget package

Discussed *Municipal Appropriation Requirement* (MAR) for budget as per state law (MGL) and potential new outside sign in the future

Brief loss of **Zoom** and return to meeting

Brief discussion of potential new part-time person on circulation in the evening

Approval of budget for FY 2023 – Vote: everyone yes

Director updated/added several library policies (as noted in Agenda) – Vote: everyone yes

Video and audio is available at <https://www.youtube.com/watch?v=jT24KuQRegk>

