

## Board of Library Trustees

April 11, 2023

Called to order: 7:00pm

Present: Lynn Blair (Library Director), Michael McMahon, Tracy Meczywor, Tammy Ciak-Bissaillon, Maria Gallo, Jennifer Belden

Absent: Cynthia Warner

### Public Comments:

Burt Hansen was in attendance representing Committee to Elect Diane Gale. He came to request using the Community Room for a meet and greet event.

Lynn had contacted the State Ethics Committee and heard from their attorney that was no issue with this type of event happening at the library.

The Board discussed the matter and the majority had concerns about holding a political campaign event at the library unless all candidates were invited as was happening at the Senior Center. Burt withdrew the request.

### Communications:

Books on the go is advertised through flyers and on Channel 15.

There is an intern from the High School working in YA who is interested in publicity and marketing.

The pop-up Library events at Southwick Village have been going well. The next one is the first Wednesday in May.

The Planning for the Summer Reading program is going well.

### Acceptance of Minutes

January, January Special Meeting and February:

The date needs to be changed from 1/10 to 1/11 for the regular meeting.

The special meeting can state "all present."

Motion to Approve with edits: Tracy

Seconded by Maria

Unanimously approved

### Director's Report:

Donation made to the library in memory of Irene Wolf.

Funds from donations, fines for lost items go into a fund but there is no clarification as to how this money can be used.

Lynn presented February statistics. March data was tabled until next month.

Old Business

Book Drops:

Lynn has not heard whether Cindi was able to speak with someone from an auto body shop or not about fixing the rust on the bottom.

New Business:

The Library's Strategic Plan was approved by the MBLC and has been posted online.

The e-mail list Mail Chimp is being limited with how many can be sent for the free option. Lynn will look into two potential paid servers: Constant Contact and Library Aware to see what they have to offer and will use State Aid to purchase.

Summer Reading:

BeanStack will be replaced with Read Squared for the online sign-up and tracking.

Grant Applications were sent.

Town Budget meeting went well.

Library Policy Updates

Library Bill of Rights

Include updated version

Holds Pick-Up:

Change "license" to "state ID"

Motion to change: Maria

Seconded: Tammy

Unanimously approved

Trustee By-Laws

Meeting date needs to be changed to the 2nd Tuesday of each month

Motion to change: Maria

Seconded: Tammy

Unanimously approved

May meeting:

Date changed to Tuesday, May 2nd due to Town Elections on the regularly scheduled date of May 9th and Town Meeting the following date of May 16th.

Motion to Adjourn: Tammy

Seconded: Maria

Unanimously approved

Meeting adjourned: 7:58pm

Next meeting:

Tuesday, May 2nd at 7:00pm