

**Board of Library Trustees**

Meeting Minutes  
Tuesday, March 10, 2020

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Call to Order, 7 p.m. Trustees Collin Earnst, Christine Igo Freeman, Kevin Penders, Deb Stone, were present as well as Library Director Manny Leite, and Sue Collins of FOL. Katherine Udden and Tom Magee were not present.

**Public Input:** No Discussion

**Minutes:**

Approval of February 11, 2020 Meeting Minutes- Motion to approve the February 11, 2020 minutes by Christine Igo Freeman second by Deb Stone; motion carries 3-0-1. K. Penders abstained because he was not present at the February 11, 2020 meeting.

**Correspondence:**

Sue mentioned the Friends are in full support of the YA librarian position and that an article was published about it in the Foxboro Reporter.

**Friends' Report:**

Sue said membership is about 100 and on pace with last year. She said the Friends will also be reaching out to lapsed members.

The Friend's Newsletter will be going out in late April before the book sale which will be May 14th through May 16th. Also next year will be the 60<sup>th</sup> Anniversary of the Friends and there will be a celebration which will be open to members as a reward.

The Friends are currently working on raffles for Founders Day. Also, Massachusetts Friends of Libraries Board will be urging legislators to support public libraries.

**Professional Staff Reports:**

Margi and Children's Services have collected 80 pairs of pajamas for the Boston Bruins Annual PJ Drive. Many mentioned participants are eligible to win prizes and the Bruins Mascot Blades will be coming to the library. Many mentioned Tim has been placing non-fiction orders. KBH is in charge of the slides in the library and she prepared the slides for Women's history month. Lastly, Suzanne will have her report next month.

There was discussion on how to gift a book to the library. There was a request for a book on gardening and Manny said that Tim could order it. He also said the library can order an engraved plaque as well.

**Financial Reports:**

The Financial Report for February was distributed and everything is on track.

**Director's Report:**

Manny shared the letters of support he received for the YA librarian position with the Trustees. Manny mentioned he met with AdCom on February 12, 2020 to make his presentation on the YA position and also shared the letters of support for this position with them as well. AdCom's comments were his presentation was well done. He mentioned AdCom member, Jack Martin visited the library and saw the YA space.

Collin said the questions asked by AdCom were fine and that AdCom was just trying to getting more information to understand why the YA librarian is needed.

Lastly, Manny said there were two staff meetings on February 26, 2020 to discuss the revised Meeting Room Policy and the YA librarian position.

**Liaison Reports:**

Jack Gannon of The Foxboro Art Association and Toastmasters have asked for a copy of the revised Meeting Room Policy.

**Trustee Sub-Committee:**

Spinney Speaker Series as discussed in Old Business.

**Old Business:**

- Meeting Room Policy- Manny distributed the revised Meeting Room Policy with the new language about not allowing food into the library by outside groups.
- Spinney Series Author Selection Update & Event Dates Scheduled for October 14<sup>th</sup> and 21<sup>st</sup>- Manny suggested inviting Min Jin Lee and Panchako to speak however after reaching out, they were either already booked or their fee exceeded what the Trustees had agreed upon. Manny will continue to try to secure diverse authors for the Spinney Series. Manny suggested Elizabeth Rush. He said Ms. Rush is a local author and is currently promoting a program called Read across RI and her book, *Rising Dispatches from the New American Shore*. She has visited various libraries in RI and MA and Manny feels she would be a good choice. Manny asked for the Trustees feedback on who they might be interested in. K. Penders said he liked that the choices that were being looked at were female based. K. Penders was concerned about getting the attendance to fill the Orpheum for this event. D. Stone said even with name recognized authors it is a challenge to get a large attendance. D. Stone suggest Pam Jenoff and commented a lot of her work is set around a War scenario which screams good romance. The Trustees discussed Laurie Halse Anderson and commented her work transcends all groups, she is more edgy, and has written many titles. It was asked if Ms. Jenoff would be asked to do a reading or would her discussion be a topic du jour. The Trustees collectively agreed they wanted ethnic authors and Manny said Min Jin Lee would have been perfect if she was available. D. Stone mentioned Kwame Alexander might be a good choice and asked Manny if we could look into securing him for this event. Manny said the dates of October 14<sup>th</sup> or October 21<sup>st</sup> have been booked for the Spinney Speakers at the Orpheum Theater.

K. Penders asked Manny if he could send him what is normally send out to the authors when trying to secure them for these types of engagements. K. Penders said he could help to reach out to some authors as well.

### **New Business**

- Children's Services- D. Stone suggested the library invest in child friendly furniture. Manny is working with Margi and Charlie Cohen of Creative Library Concepts to pick furniture from their catalog. Manny will discuss the topic again at April's Trustee meeting. It was agreed the cost for the furniture will come from Beyond Books.
- D. Stone informed the Trustees and Manny about informational groups who meet to help families whether it be tutoring, conversational meetings, coffee hours, etc. and said it is something Boyden should look into. It is mostly for families where the parents don't speak English but their children do. She explained the Towns of Sharon, Brockton and Attleboro currently have a program like this.
- Installation of No Parking Sign in Lined Area Next to Handicap Parking Spot- It was explained by Manny a No Parking sign is needed for this space. Currently, patrons park there but it is not conducive for a parking spot because it does not allow the proper space for a passenger to exit a vehicle. The Trustees agreed and said the lined area is actually extra space for a handicapped van to load and off-load passengers.
- Clearance Bar Paint Choice- Manny asked the Trustees what color choice they would prefer for the clearance bar. All Trustees were in agreement with yellow and would like it to be reflective material.
- Trust Fund Book Purchases- Reference Librarian Tim Golden reached out to Manny to purchase Non Fiction titles; everything from computer, national geographic, etc. Manny asked the Trustees if the Alden Trust Fund could be used to purchase 10-12 titles and gave a print-out of those titles totaling \$428.31.

A Motion was made by K. Penders to fund the materials request from the Alden Fund in the amount of \$428.31, second by C. Earnst. Motion was approved 4-0-0.

The Trustees asked Manny to provide reports on the trust funds and the restrictions on each for the next Trustee meeting in April.

- Alarm System- Manny spoke to the Trustees about installing a new alarm system for Boyden. He said according to the Director of Facilities, Tony Moussalli, it would be more economical in the long run. The alarm system would be the same system that is currently being used at Town Hall. Installation cost would be borne by the library's budget but anything subsequent would be paid for out of central maintenance. Manny said he would have Tony speak about it at the next Trustee meeting in April.
- C. Earnst asked that the May and June Trustee appointments to the Friends meeting be put on the April agenda.

Motion to Adjourn at 8:02 p.m. by C. Earnst, second by D. Stone, motion carries 4-0-0.

Respectfully submitted,

Pamela Riccio