



BOARD OF LIBRARY TRUSTEES
MEETING MINUTES
Fuller Meeting Room
10 Bird Street, Foxborough, MA 02035
Tuesday, April 8, 2025
7:00 P.M.

Members Present: Chair Kevin Penders, Vice Chair Jennifer Ooi, Clerk Sara Halton, Christine Igo Freeman, Paul Ivanovskis

Not Present: Joyce Parlapiano

Also Present: Library Director Libby O'Neill, Friend of the Library Janice Rosado

Documentation:

Meeting Minutes for Approval - March 24, 2025

Reports- Friends' Report, Professional Staff Reports, Director's Report, Financial Report

Called to Order: The meeting was called to order at 7:05p.m. by K. Penders.

Public Input: None

Donation: J. Ooi made a motion to accept the \$25 donation from William Joseph Halpin to Boyden Library. P. Ivanovskis seconded the motion and it passed 5-0-0.

Approval of Meeting Minutes:

C. Igo Freeman made a motion to approve the March 24, 2025 meeting minutes as presented. P. Ivanovskis seconded and the motion passed 4-0-1, with K. Penders abstaining.

Correspondence: None.

Friends' Report:

The schedule of Trustees attending upcoming Friends meetings was confirmed to be P. Ivanovskis attending the May 14th meeting and K. Penders attending the June 4th meeting.

A new book selling company called Donnelly Delivers will start selling books and splitting the profits with the Friends.

The next book donation drive will be April 26th. For the spring book sale, the decision was made to increase cost of bags at bag sale to \$10/bag and will include reusable Friends grocery bag instead of miscellaneous paper bags as in the past.

The Friends are preparing for Founders Day in June. They will have a henna artist at their booth this year.

Professional Staff Reports:

Suzanne Roberts and Tim Golden have been weeding non-fiction collection to make more room for teen fiction. Biographies will also be moved over to non-fiction area.

School visits are planned for Jennifer Huston and Emma Brelsford in May and June. Donation prizes are coming in for summer reading, and the gardening club for kids has started.

Staff professional development day will be held on Monday, April 14th from 9:30am-1pm.

Financial Reports:

Some line items have overages at this point due to previous cuts. The new books and AV lines are behind in the expected costs to date due to a delay in their processing/arrival and therefore invoicing.

Director's Report:

Library Operations: The second installment of state aid for this fiscal year was deposited, totaling \$25,937.89.

The cuts to IMLS funding could potentially lead to cuts to access to statewide databases that are currently accessible by patrons and the Commonwealth Catalog. Free trainings for librarians may also be cut.

Programs & Services: There were 25 adult programs held in March. The Library partnered with the Health Department for a new collection called "Turning the Page to Recovery." The upcoming fix-it clinic may be cancelled due to a lack of experts to do the fixing. The Senior Book Club will be taking a field trip to Boston Public Library on May 5th for a tour and lunch. Planning for the Library's Founder's Day parade is underway.

Personnel Updates: L. O'Neill is currently meeting with all staff one-on-one for annual check-ins.

New Business: None

Old Business, Makerspace Update: The makerspace will be in the tutoring room with possible partitioning. L. O'Neill purchased new equipment for the makerspace; items should start to arrive next week with a potential soft launch of the space in June.

Old Business, Director's Annual Evaluation

S. Halton has circulated blank evaluations to all Trustees, to be returned to her by April 11th. S. Halton will then average and aggregate the results, and K. Penders will meet with L. O'Neill to review.

The Board acknowledged this as the last meeting of C. Igo Freeman, who has served as a Trustee for 8 years, and thanked her for her service.

Adjournment:

A motion was made by C. Igo Freeman and seconded by J. Ooi to adjourn at 8:15 p.m. All were in favor and the motion was approved 5-0-0.

Respectfully submitted,
Sara Halton, Clerk