



**BOARD OF LIBRARY TRUSTEES
MEETING MINUTES
Community Room
10 Bird Street, Foxborough, MA 02035
Tuesday, September 14, 2021
7:00 P.M.**

Members Present: Chairman Collin Earnst, Clerk Christine Igo Freeman, and Joyce Parlapiano. Katherine Udden participated remotely.

Members Not Present: Vice Chairman Kevin Penders, and Anisul Chowdhury were not present.

Also Present: Library Director Manny Leite, and FOL President Janice Rosado.

Called to Order: The meeting was called to order at 7:05 p.m. by C. Earnst, followed by a roll call for attendance. All members were present at that time except K. Penders and A. Chowdhury.

Documentation:

May 18, 2021 Corrected Meeting Minutes

June 8, 2021 Draft Meeting Minutes for Approval

Reports- Professional Librarian Reports, Director's Report, and June, July, and August 2021 Financial Reports.

FY21 and FY22 Y-T-D Book and AV Breakdown

Request to Exhibit- Blank Form

Request to Exhibit Received from Carolyn Matthew- Puppy Mill Education

Visual Display Policy

Letter From Manuel Leite to Trustees- Request to Reimburse Katherine "Kacee" Rimer

For Tuition in the amount of \$3,000.00.

Public Input:

None

Approval of Meeting Minutes:

Upon a motion made by C. Igo Freeman second by K. Udden, the Board voted to approve the June 8, 2021 meeting minutes. The motion was approved 4-0-0.

Correspondence:

A thank you note was received by Deb Stone and an autographed poster from the Patriot Cheerleaders was presented to C. Earnst.

Friends' Report:

J. Rosado informed the Board the Friends had their meeting on September 1, 2021. She mentioned book donation drop-offs are going well and the next scheduled date is September 25th. She said it is the 60th year anniversary of the Friends of the Boyden Library. To celebrate this milestone, the Friends have invited Jack Authelet to speak at Boyden Library in November. The Friends will be looking into Venmo for payments. The Friends want to test Venmo at the next book sale and use it for on-line membership payments as well. The November book sale will be the 18th through the 20th. This book sale will be less formal. Appointments for the sale will only be for the first hour. However, if Manny wants to go back to how it was done in the Spring the Friends could accommodate. J. Rosado said Adam handles Amazon and he is bringing in a steady amount of income for the Friends. She said the bookshop is doing great too. Karen Dugan did a poster for the book sale and did a phenomenal job.

Professional Staff Reports:

Manny said it was a busy summer and things have picked up. KBH assisted to get the website up and running by working with the vendors and webmaster. KBH also did the brochures and posters for the upcoming events (i.e. Signature and Sunday Concert series, etc.). Tim had various reference questions regarding old school dances (i.e. chicken dance, hoke poke, etc.) and also needed to research a founding member of the Garden Club (Hazel Born) who's house was off Cocasset Street. Suzanne is purchasing new CD's and DVD's for the collection. Jessica was extremely busy with running the new children's programs as well as the Teddy Bear Picnic. Kacee has been busy with off-site story time at Patriot Place, Patriot Hall of Fame, and LL Bean.

Financial Reports:

Manny spoke about the Munis Report that was run as of August 30, 2021. He mentioned the COLA was added back into the budget and sick buyback was too. It explains why the numbers are slightly different than what the Trustees voted prior. Manny said he has spoken to the librarians about keeping on track with the line items to be sure not to overspend. J. Parlapiano asked Manny if there are any line items that will greatly increase this fiscal year. Manny said electronic circulation has increased significantly and he will discuss that in his director's report. Janice asked if Manny looks at other town library budgets. Manny said he does and typically looks to Walpole's budget because it's a similar community to Foxborough.

Director's Reports:

Manny said a driver hit the side of the clearance bar pole. The clearance bar pole was removed and facilities realized that the bar was not placed far enough into the ground. Facilities said DPW will need to come and place the bar at least 3 feet in the ground. Another window in the Children's Department shattered and had to be replaced by Bristol Glass. Late fines have been reinstated in September. Sunday concert series starts after Columbus Day. Manny attended two Sails meetings. Topics at the meetings were boot-leg Blu Ray movies and TV shows. Boot leg items can not be cataloged. Manny said we had to say good-bye to Siobhan Anderson who was a page at Boyden and left to go back to college. Betsy Buckland has retired from Boyden after 16 years of service. Both Siobhan and Betsy will continue to be substitutes for Boyden. C. Earnst said the Trustees should coordinate and send something to Betsy to acknowledge her service at Boyden. Manny mentioned Mitch Zuckoff did his speaking engagement about the 20th anniversary of the events that unfolded on September 11, 2001. C. Earnst asked if we could link Mitch's speech to the Boyden website. Manny said he would have KBH do that. Manny is working on the Statistic Report and said electronic circulation was up 30 percent while non-electronic circulation is only down 6 percent. He said Overdrive and Hoopla are extremely popular and used extensively.

Liaison Reports/Trustee Sub-Committees:

None to report

New Business:

Visual Display Policy

Manny spoke about a patron who complained about the Che Guevara poster. The patron found it offensive and thought the library was promoting Communism. Manny explained it is educational and not intended to promote communism. Manny had another patron took offense to a Nancy Pelosi book. Manny addressed each accordingly and explained we are a public library and must remain neutral.

C. Earnst spoke about the existing Visual Display Policy and what would be appropriate for all ages. He agreed with Manny that Boyden can't censor material based on a patron's own moral beliefs. He suggested it might be best to give Manny the discretion to decide what is acceptable and what is not. He also posed the question of where to display a collection especially if it could be deemed controversial by some. C. Earnst said there should be some context about what the significance of the collection is. Per J. Rosado, it would be best to have a write-up on all collections because it takes the pressure off Manny and the library staff to explain for the group who is displaying it. Likewise, she agreed placement of collections is important. Manny and the Board agreed collections should be within the confines of the Community Room. C. Earnst added that collections, and how long they should be displayed, should not be on a first come first serve basis. C. Earnst said the library director has the right to remove material that may be offensive or a collection as a whole if there is another display which is of higher priority. C. Earnst said to "Take out "right" to display" from the policy because it is not a right. This would give Manny more discretion and control with the ability to bump if need be. C. Earnst said rather a "best attempt to reschedule" needs to be added to the policy. Social cause displays were also discussed and Manny, the Board, and J. Rosado agreed it is best to remain neutral relative to them.

Upon a motion by K. Udden and second by C. Igo Freeman, the Board agreed to have Manny modify the Visual Display Policy to address social causes. The motion was approved 4-0-0.

Display Against Puppy Mills:

Manny received a request to exhibit from Carolyn Matthew and brought it forward to the Board. The exhibit is Puppy Mill Education. The display consists of non-offensive photographs with literature. Manny said he has three dogs and is not fond of puppy mills. However, regardless of his stance on this issue, Manny suggested the Board vote against this request. The premise is that a public library and its officials must remain neutral on social causes. There was discussion among the Board. The Board agreed with Manny and C. Igo Freeman who stated the Board should remain neutral and felt the library is not an appropriate platform for this.

Upon a motion by J. Parlapiano and second by K. Udden, the Board voted to reject the request for the Puppy Mill Education exhibit. The motion was approved 4-0-0.

Tuition Reimbursement (Vote):

Manny presented backup paperwork relative to Kacee Rimer's tuition reimbursement. He asked the Trustees to approve this reimbursement based on language in the Library Contract.

Upon a motion made by J. Parlapiano and second by K. Udden, the Board voted to approve the request for tuition reimbursement to Kacee Rimer in the amount of \$3,000.00. The motion was approved 4-0-0.

Old Business:

Spinney Speaker Series Update:

Per Manny, the Spinney Speaker Series will be renamed. The new name is “The Boyden Signature Series.” Manny said KBH created the display at the library to promote the upcoming series. September 30th is the first event which is the history of Bollywood and the cost for the presenter is \$100.00. The event starts at 7:00 p.m. and Foxboro Cable will be filming it. On October 4th there will be a concert playing traditional Indian music consisting of a guitar, drums, and a box that looks like an accordion. October 7th is the big event at the Orpheum with speaker Nandini Bajpai and traditional Indian dancing by Dance BFF. There will not be any Indian food for this event but the Orpheum will have their normal refreshments available for purchase by attendees. Wednesday, October 27th is a henna program which is geared to and through Youth Services. The cost for the henna event is \$300.00. Posters and brochures were created by KBH and are being printed for all events.

New Boyden Library Website Update:

Manny said the new website is up and running. He will have KBH upload the link to Mitch Zuckoff’s 9/11 speech.

Coronavirus and Library Operations Update:

There was one incident this past month with a staff member but it turned out she was able to remain working after contact tracing was completed. The staff member was fully vaccinated and the other member in that household tested negative for Covid.

Upon a motion by J. Parlapiano and second by K. Udden, the Board voted to adjourn at 8:32 p.m. The motion was approved 4-0-0.

Respectfully submitted,

Pamela Riccio