



**BOARD OF LIBRARY TRUSTEES
MEETING MINUTES
Fuller Meeting Room
10 Bird Street, Foxborough, MA 02035
Tuesday, September 9, 2025
7:00 P.M.**

Members Present: Chair Paul Ivanovskis, Vice Chair Jennifer Ooi, Secretary Sara Halton, Joyce Parlapiano, Ashley Clement

Not Present: Kevin Penders

Also Present: Library Director Libby O'Neill, Friend of the Library Sue Collins, & Department Administrator Renee Spinner

Documentation:

Meeting Minutes for Approval – June 10, 2025

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

Miscellaneous – Community Bulletin Board Policy, Visual Exhibit Policy, Correspondence

Called to Order: The meeting was called to order at 7:02p.m. by P. Ivanovskis.

Public Input:

Nancy Morrison, of Grove Street, attended to give public input regarding the policy on using the Fuller Room when it's not in use by others, it's become an issue when she wants to use it. N. Morrison spoke about other area libraries, specifically Norton and Stoughton, have their rooms on a first come, first served basis when the rooms aren't occupied. She has been using other libraries all summer for her crafting projects and noted on Boyden's calendar that the room was not in use on Fridays and Saturdays all summer. N. Morrison finds it foolish that patrons can't use Boyden conference rooms if they're not used by anyone else.

Grace Morrison, of Grove Street, also attended to give public input regarding the policy on using the Fuller Room when it's not in use by others, posing the question, "Where is the space for someone like me?" G. Morrison is studying for board exams and has found the Library to be chaos on the second floor in the afternoons, 2-4pm, and the weekends, 10am-1pm. There isn't a quiet space to study with all the kids coming to the Library after school. The Teen Room seems to serve as a hang out space, making the adjacent reference area no longer a quiet area. The kids literally bouncing off the walls are distracting, and even some older patrons listen to videos loudly. G. Morrison has used the study pods and found them to be very hot, with not a lot of space to spread out. The tutoring room gets loud, as do the other areas such as the tables by Bird Street, where tutors often set up to work with students. When G. Morrison was in high school, the Teen Room was a quiet space. She points out that \$22 million was spent on renovations, yet there is no quiet space. Being a college student short on cash, the cost to drive to other area libraries that have private study rooms isn't feasible.

Approval of Meeting Minutes:

A. Clement made a motion to approve the minutes as presented. J. Ooi seconded and the motion passed 5-0-0.

Correspondence:

P. Ivanovskis circulated correspondence he received from patron and resident Nancy Morrison regarding the use of meeting rooms on a first come, first served basis by whoever wants to use them when they are not already in use by reservation, as well as concerns over the volume of teens visiting the library. While discussion was limited as it's closely related to the public input that will be addressed at the next meeting, J. Ooi did comment that the teen noise level has greatly improved since the full-time Teen Librarian position was approved. L. O'Neill clarified that other libraries such as the Norfolk Public Library have study rooms that are first come, first served, but their full conference rooms are not available on this basis.

Friends' Report:

S. Collins reported that the Friends had a table at the Teddy Bear Picnic selling children's books. A. Clement, her son Archie, and Colleen McManus were very helpful with the heavy lifting. The Toe Jam Puppet Band and face painting were a hit.

The Friends are gearing up for their fall book sale, which will take place on November 13-15 with set up on the 12th. There will be book drives on September 25th and October 27th for which appointments can be made, 10am-12pm, to drop off donations.

A. Clement, Betsy LaRusso and Maureen Ryan are coordinating this year's Friend's social. It will take place on October 22nd, 6:30-8pm at the Canon Forge Club House. While some details are being finalized at a meeting later this week, appetizers will likely come from Mansfield Deli and Costco, Jen Linskey is donating wine, and there will be a giveaway activity.

Newsletter articles are due to the Friends by October 1st. The PayPal account has been fixed and is functional again. Venmo is still unavailable, but the Friends are working to find a solution.

Professional Staff Reports:

Shifting in nonfiction has been doing well and there will soon be enough room to move biographies into the nonfiction section.

Summer reading was a huge success with 66 teens and 496 kids participating, a big increase over last year.

Financial Reports:

L. O'Neill reported that there are no red flags this early in the year on the financial report. The Network & Information Systems line item is full expended due to the SAILS network assessment and is typical at this time of year.

Looking back at the final report for FY25, the Library turned back \$0.69 from the operating budget. More was turned back in salary, though Finance did suggest reducing the substitute budget for FY26 to minimize some of this. The postage line item was overdrawn, though it was

balanced by other lines that weren't fully expended. This is due to the mailing of overdue/lost item bills. L. O'Neill will confirm with SAILS whether or not these notices are also going out via email to potentially cut the cost. Once stamps reach \$1, this mailing practice will be discontinued regardless.

There were some questions on the trust report L. O'Neill circulated, specifically the trusts showing negative expendable balances. L. O'Neill will work with Finance to determine what's going on with these funds and report back at the next meeting.

Director's Report:

Library Operations: The window in the stairway has been replaced, the cost of which was covered by Facilities. The elevator recently went down, though it was the first time since November 2024 and Facilities was quick to get someone out to fix it.

Programs & Services: Adult summer reading was a success with 24 bingo cards returned, an increase from last year. The Friends sponsored the five gift card prizes.

The Library is hosting a community baby shower on October 4th. L. O'Neill got the idea from a webinar and Emma Brelsford has taken the lead on organizing. Local vendors will be set up with helpful information and resources for new moms.

The Library will begin participating in Access to Justice this month. This is a partnership with the Massachusetts Trial Court System to offer virtual court access to anyone who needs it.

Boyden's Food Cupboard will be launching on September 22nd. Its nonperishables will be accessible 24/7 with the goal of supplementing the Foxborough Food Pantry and St. Mark's food pantry. Traci Lorenz was able to secure a weekly donation from Stop & Shop, donations will be accepted from the public, and additional items will be purchased with Library funds as needed.

The FY25 ARIS report for the MBLC is complete. FY24 saw 594 programs and FY25 saw 672, a great improvement in offerings.

Personnel Updates: Two new pages have started in the last two weeks – Sophie Moore in Children's and Logan Hocker in Adult.

New Business, 2-Seater Pod Quotes:

The single study pods have been very popular and the Library does not have study rooms – the 2-seater pod would alleviate this issue. L. O'Neill received four quotes, the lowest being from Nook for \$8,085 with a \$675 assembly charge. The next highest quote was \$11,678. Between the quote and the existing pods being from Nook, this is the best option. A. Clement made a motion to approve the purchase of a two-person pod for up to \$9,000 from the Carpenter Trust. P. Ivanovskis seconded the motion and it passed 5-0-0. L. O'Neill will bring the Pod Policy to the next Board meeting for revision to include this new pod.

New Business, October Sundays:

All staff must work at least one Sunday per month. Under the new union contract, staff may only take comp time for one Sunday per month, any others must be pay. Both are paid out as double time. This has created two problems:

1. Because less comp is available, it's likely that more time will be paid out. Being that the budget was developed and approved before this change to the union contract, there is concern about going over budget. In FY25, the Sunday budget line was exceeded by \$4,500.
2. The Library resumes Sunday hours halfway through October, so there are only two Sundays to be worked that month. This will result in some staff receiving six comp days and some staff receiving seven – as issue than staff have brought to the Director.

In order to address these issues, L. O'Neill proposed being closed all Sundays in October so that Sunday hours begin the first weekend in November. This will cut back on expenses and provide comp time equity among staff. Additionally, patron visitation on Sundays is sporadic and significantly less than other days of the week. Many patrons don't realize the hours change the first weekend Sundays start and the second weekend is Halloween weekend, so many families are busy with other activities.

In discussion, the Board raised the concerns that the community may be upset given how quickly this would go into effect, it was hard fought to get Sunday openings and there is hesitation to scale them back as a result, and being open two additional Sundays may be a better solution for staff and the community than being open two less Sundays.

Given these concerns, P. Ivanovskis made a motion to close all Sundays in October 2025. A. Clement seconded the motion, and it passed 5-0-0. This solves the immediate problem while allowing for reflection and flexibility next year.

Old Business, Tinker Tank Update:

The Tinker Tank has been open all summer. While it has been slower than hoped, there have been busy days and staff time off resulted in some hours being cancelled. Volunteers are still being sought. At the suggestion of the Board, Jennifir Huston will ask for volunteers around the schools, L. O'Neill will send out the volunteer description to the Board, S. Collins will pass the info along to the Friends sorting volunteers, and L. O'Neill will see about having the call for volunteers put in the Foxboro Reporter and/or the Town newsletter.

Old Business, 2026 Community Reads Author:

L. O'Neill is considering either *The Art Thief* by Michael Finkle or *The Phoenix Pencil Company* by Allison King for the 2026 Community Reads. There are some other options for the same rate, but have fewer programming opportunities. The date for the event will be either March 24th or 31st. L. O'Neill will follow up with the authors' agencies to confirm pricing and availability before making a final decision between these two authors.



S. Halton made a motion to support L. O'Neill in the request to hire either Michael Finkle or Allison King for the 2026 Community Reads, up to \$10k, to be paid from Beyond Books. P. Ivanovskis seconded the motion, and it passed 5-0-0.

Old Business, Community Bulletin Board Policy:

L. O'Neill proposed changes to the Community Bulletin Board Policy. The amendments include adding "and Library Grounds" to the title of the policy, and specifying that signs unrelated to the Library and flags of any kind are not permitted on Library ground. Any flags or signs placed on Library grounds will be removed and disposed of by Library staff.

After discussion, it was agreed that the policy should state that signs may only be placed on Library grounds by Library staff or the Town. J. Ooi made a motion to approve the policy as revised after discussion. P. Ivanovskis seconded the motion, and it passed 5-0-0.

Old Business, Visual Exhibit Policy:

L. O'Neill proposed changes to the Visual Exhibit Policy to clarify that exhibits may not installed, removed, or accessed if the Community Room is in use. Additionally, item five under section III was amended to state that the Library Director will coordinate the display schedule rather than the Department Administrator.

A. Clement made a motion to approve the Visual Exhibit Policy as amended. S. Halton seconded, and the motion passed 5-0-0.

Adjournment:

A motion was made by S. Halton and seconded by J. Parlapiano to adjourn at 9:07 p.m. All were in favor and the motion was approved 5-0-0.

Respectfully submitted,
Renee Spinner

Correspondence:

From: Comcast <paulnancym@comcast.net>

Sent: Wednesday, June 11, 2025 9:08 PM

To: ivanovskis.foxborough@gmail.com <ivanovskis.foxborough@gmail.com>

Subject: Boyden

Hi:

My name is Nancy Morrison. I'm a resident and taxpayer in Foxboro. I'd like to occasionally use the Fuller Room when it's free and no one else is using it. I was told that isn't possible. Why is that? Middle school students can wreak havoc in the library unsupervised without repercussions but I can't use the empty room as a resident and taxpayer?

The Trustees should consider revising the policy on the use of the rooms. Your current policy is discriminatory.

Thank you in advance for your cooperation.

Nancy Morrison
Sent from my iPhone

On Jun 16, 2025, at 12:39 PM, Paul Ivanovskis <ivanovskis.foxborough@gmail.com> wrote:

Hi Nancy, thank you for your email.

The Board of Trustees did vote unanimously to clarify the use of the Community Meeting Room and the Fuller Conference Room, which are intended to be hosting spaces for community organizations. It's my understanding that some individual usage had been allowed, but that created ongoing conflicts with their intended use. I am also aware that the Director offered to pull some tables together in one of the public areas, and I know the Reading Room has larger tables that might work quite well, and I encourage you to look into those.

I don't know the context of your middle-schoolers "wreaking havoc" comment, but of course middle schoolers are not only welcome but encouraged to use the Boyden Library. If they become loud or disruptive, we will address that on the spot, as we would the disruptive actions of any other patrons.

Thank you again.

Paul Ivanovskis



On Jun 16, 2025, at 1:09 PM, Comcast <paulnancym@comcast.net> wrote:

Thank you for your response. Again as I've told the Director "pulling tables together" is not a solution for me. I need the large table in the Fuller Room. I shouldn't have to go to another town to use the library conference rooms as I did last week. Other libraries have a "first come first serve" policy as should the Boyden Library.

As far as middle schoolers "wreaking havoc" I encourage you and your board members to visit the library during the after school hours and witness those activities as I have witnessed and have reported to the ineffective staff. Also I encourage you to visit the library on weekends as I observed this past weekend an adult playing a video on full volume.

So, next time you respond to me or anyone else with a complaint, please consider seeing for yourself what actually happens at the library. Also, maybe the trustees should reconsider changing the conference room guidelines to read "if no one is using the room or signed up for the room, any resident of the town can use the space unless a group or organization needs it."

Thank you.

Nancy Morrison

Sent from my iPhone

From: Comcast <paulnancym@comcast.net>
Sent: Monday, July 7, 2025 11:06 AM
To: Paul Ivanovskis <ivanovskis.foxborough@gmail.com>
Subject: Re: Boyden

Hi Paul:

I just spoke with Paige Duncan the town manager who finally returned my call after 3 weeks.

I hear you spoke to her about me and my email. Why is there a discussion going on about my email to Paige when she has nothing to do with the library according to her?

I don't know what was discussed but it sounds like you did not relay the message in my email appropriately. I really don't appreciate this conversation going on without any of



my input. Is this how this town handles issues at by chance meetings? It's unacceptable and I hope it doesn't happen again in the future.

Nancy Morrison
Sent from my iPhone