

Marlborough Public Library Board of Trustees
Meeting Minutes

March 2, 2021

Virtual Meeting Held on Microsoft Teams

Meeting called to order by Tom Abel at 7:25pm

Board Members Attending: Tom Abel, Samantha Khosla, Robyn Ripley, Fred Haas, Rustin Kyle, Janice Merk, Nena Bloomquist

Board Members Absent: Bill Brewin, Karen Bento

Also Attending: Margaret Cardello, Library Director; Scott Parmenter, Marlborough IT Department

Documents Reviewed/Referenced:

1. Agenda
2. Minutes from the February 2, 2021 meeting
3. Trust Fund/State Aid report for February 2021
4. Director's Report

Proceedings:

1. **Minutes:** Robyn Ripley requested the minutes be modified to more clearly articulate that the February meeting took place virtually, with all attendees participating via Microsoft Teams. *A motion (Bloomquist/Ripley) to approve the minutes from the February 2, 2021 meeting was passed via a roll call vote.*
2. **Trust Fund Reports:** *A motion (Kholosa/Ripley) to approve the trust fund reports for Februar 2021 was passed via a roll call vote.*
3. **Director's Report:**
 - Patrons continue to actively use library services through the Contactless Holds Pickups program, with some days hitting 80 pickups. In the first two months of the year there were nearly 2,000 pickups.
 - The Children's Department has been busy:
 - Parents have requested curated selections of books based on topic, grade level, etc., since they are unable to come in and browse the collection. Children's Librarian Jennie Simopoulos will be fulfilling this request by creating new "Book Bundles" for pickup.
 - Planning for the 2021 Summer Reading program has kicked off statewide. The theme is Tails and Tales. The expectation, at this time, is that most

programming will be virtual.

- At the request of the Goodnow Brothers School PTO, Jennie Simopoulos will participate in the school Read-a-Thon. She will create several videos in which she'll read stories, explain how the pickup program worked, and show how easy it is to get a library card.
- There were 242 participants in February's online programs for children and teens.
- The construction documents for the library building project are 95% complete and will be finished very soon. The next step will be for the city leadership to determine the appropriate time to put the project out to bid.
- The City's new VOIP phone system, Votacall, was installed at the library on February 17. Staff training has been completed. Margaret reported that the new system is a vast improvement.
- Margaret is participating in a city-led training program for department heads on succession planning. She feels this is an excellent opportunity to closely examine and communicate staffing requirements for the library today and in the future.

4. Committee Reports:

- Marlborough Public Library Foundation:
 - MPLF Chair Nena Bloomquist shared the great news coverage the Foundation and Library received following the announcement of Marlborough Nissan's donation to the Capital Campaign in memory of Mena Hedin. She is hopeful this will spur other businesses to consider making similar moves.
 - A Marlborough resident with grant writing experience has agreed to help the Foundation seek out and apply for available grants. Several possible grants have already been identified and are being researched.

5. Old Business:

- The board continued the discussion Margaret initiated last month regarding the library piano. Gifted to the library in the 1970s, the piano is actually designed for home use and is considered too small for proper use in the new facility. The board opted to postpone this issue until the building project is complete, at which time a determination can be made regarding whether the piano can continue to support library programs.

6. New Business

- Tom reported that he and Margaret will be meeting with the mayor on March 10 to discuss the status of the building project.

7. Adjournment: *A motion (Khosla/Kyle) to adjourn was approved at 8:07pm.*

Minutes submitted by Janice Merk.