

Marlborough Public Library Board of Trustees

Meeting Minutes

March 1, 2022

Meeting held at the Walker Building

The meeting was called to order by Fred Haas at 7:05 p.m.

Board members attending:

Karen Bento

Nena Bloomquist

Bill Brewin

Fred Haas

Samantha Khosla

Janice Merk

Robyn Ripley

Also attending: Margaret Cardello, Library Director

Documents reviewed/referenced:

1. Agenda
2. Minutes from the February 1, 2022 meeting
3. Trust Fund/State Aid Reports for February 2022
4. Director's Report
5. Policy #2-1: Freedom to Read Statement
6. Policy #2-2: Library Bill of Rights
7. Policy #2-3: Interpretations of the Library Bill of Rights
8. Policy #2-4: Confidentiality of Library Records

Proceedings:

1. **Minutes:** A motion (Merk, Bloomquist) to approve the minutes from the February 1, 2022 meeting was passed.

2. **Trust Fund Reports:** A motion (Bloomquist, Ripley) to approve the Trust Fund for February 2022 reports was passed.

**3. Director's Report:**

- Margaret updated the Trustees about the construction project, which continues on schedule. Work on the north façade includes the addition of footings and scaffolding. The City will provide four electric charging stations for the parking lots; the infrastructure for adding more at a later date will also be included in the parking lot design. Photos showing the progression of the project continue to be posted on Facebook and have been met with positivity.
- Ryan Malyar, director of WMCT-TV, interviewed Bill Keyles, Nena Bloomquist, and Margaret about the library construction project. It was a great success, and Malyar suggested that they create other spots for the station that can be used as needed in the future. Currently, they are working on a spot that promotes the use of museum passes.
- Effective March 11, the Cataloger and Head of Technical Services, who has worked at the library for 16 years, has submitted her resignation. The position has been posted internally to MMEA members.
- The library is in the process of checking references for a PT Reference Librarian who will be a good addition to that department. Meanwhile, the other PT Reference Librarian on staff has resigned so she can tend to family matters.
- Margaret's meeting with Patrick Jones, the City's finance director, to discuss eliminating fines and accepting credit cards in the new library, was met with positivity. He has asked for some examples of other libraries that have done both things, so Margaret is looking into this, including the DPW, and will provide him with some names.
- Margaret included a copy of the FY23 budget request for the Trustees' review and comments. A meeting between the Mayor and his Finance team is scheduled for March 17.
- Margaret provided the Trustees with four foundational policy documents from the American Library Association to be reviewed.

#### **4. Marlborough Public Library Foundation:**

- Janice Merk reported that she interviewed a woman who made a donation for the community room in the new library. She made this generous donation because her mother used to be a children's librarian director, and she is so very impressed with Margaret's leadership, innovation, encouragement of staff, and programming.
- Nena Bloomquist, Bill Keyles, and Margaret's WMCT-TV interview has received a lot of positive feedback.
- The MPL website is being updated to help make it easier for people to make donations.
- The Foundation has surpassed raising \$1 million dollars. There are 130 donors on the list, and the average donation has been approximately \$7,000.
- Margaret reported the MOA for Alison Grice's \$25,000 donation over the next ten years, for a total donation of \$250,000, will be used for the Marion and David Grice Family Community Room.
- A motion (Brewin, Ripley) to approve the MOA for Alison Grice's donation was approved.

#### **5. Old Business:**

- Margaret reported that she is waiting to receive a copy of the City's Community Bulletin Board Policy that she and the Trustees will discuss at next month's meeting.
- Margaret and the Trustees discussed four ALA policies found in the MPL policy manual (Policy #2-1: Freedom to Read Statement; Policy #2-2: Library Bill of Rights; Policy #2-3: Interpretations of the Library Bill of Rights; Policy #2-4: Confidentiality of Library Records) and reinforced the library's commitment to maintaining patrons' confidentiality and privacy. She and the Trustees will continue their discussion again next month.

**6. New Business:**

- Margaret and the Trustees reviewed the proposed MPL FY2023 Budget Request spreadsheet. There are two new, important positions included in the fourth quarter of next year's budget: Technology Librarian and Reference Librarian. The use of technology (by staff and patrons) will increase exponentially in the new library. A Technology Librarian, among other things, will be responsible for offering technology training to staff, members of the community, and all other partners. A Reference Librarian, among other things, will be responsible for overseeing the reference desk, public computers, programming for adults, study and meeting rooms, updating library's website and social media accounts, and outreach.
- Margaret explained they are asking the City to increase their library supplies funding by 13%. Among other things, a boost in the budget could help fund new projects, like a Library of Things. It would also help address gaps in the children's collection, including the need for new materials and displays, once the new library opens. It would really help the library grow its technology presence to better meet the needs of the community: maintenance contracts, the expansion of electronic resources, DVDs, check-out-able media, hotspots. As well as digital movie databases, music databases, and consumer reports.

7. **Adjournment:** A motion (Bloomquist, Ripley) to adjourn was passed and the meeting adjourned at 7:56 p.m.

Minutes submitted by Karen Bento