

## Marlborough Public Library Board of Trustees

Meeting Minutes

November 7, 2021

*Meeting Held at Walker Building*

Meeting called to order by Tom Abel at 7:05pm

Board Members Attending: Tom Abel, Robyn Ripley, Rustin Kyle, Bill Brewin, Karen Bento, Fred Haas, Janice Merk

Also Attending: Margaret Cardello, Library Director

### Documents Reviewed/Referenced:

1. Agenda
2. Minutes from October 7, 2021 meeting
3. Trust Fund/ State Aid Reports for October 2021
4. Director's Report

### Proceedings:

1. **Minutes:** *A motion (Ripley/Bento) to approve the minutes from the October 7, 2021 meeting was passed.*
2. **Trust Fund Reports:** *A motion (Merk, Bento) to approve the Trust Fund reports for October 2021 was passed.*

### 3. **Director's Report:**

- Margaret provided the following construction project updates:
  - Work on the site is progressing according to schedule. No hazardous materials was found in the exterior walls, which was good news.
  - A number of unhealthy/unsafe trees on the site have been removed, following an assessment by the City Tree Warden. The trees will be replaced when the site is landscaped.
  - A new sign in both English and Spanish was placed on the construction fencing, directing people to the library's temporary space in the Walker Building.
- As the next step toward full opening, the library has expanded its hours to include Wednesday and Thursday evenings until 7:45 pm, as of October 12.
- Offers have been extended, and accepted, for all open positions. Once all individuals have started, the library will be able to resume its full operating

schedule (59 hours per week). Margaret is very pleased to have filled all the slots so quickly, as there are more library job postings than usual in the area. She believes the reason for this success is that MPL often attracts people who have the required degrees but limited experience. These individuals will typically work in Marlborough for a year or two, then move on to another library with higher salaries. Margaret is developing an updated salary chart to illustrate where Marlborough ranks with comparable communities, with a goal of strengthening salaries so the library can retain valuable staff members.

- Margaret was the speaker at the Rotary Club of Marlborough's October meeting, during which she provided an update on the library renovation project.

#### **4. Committee Reports:**

- Marlborough Public Library Foundation:
  - Foundation President Bill Keyles attended the October Rotary meeting to recognize the Rotary's final payment on its \$25,000 donation to the Foundation's Capital Campaign.
  - Janice Merk reported that the Foundation is developing an outreach campaign to members of the Marlborough Chamber of Commerce.
  - The Foundation's Letter of Intent to the Cummings Foundation for a \$100,000 grant to fund technology was accepted. The formal grant application is now in development.

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

- None.

#### **6. New Business:**

- Members were reminded that the election of officers for the Board of Trustees will take place in January. Nominations will be made at the December meeting.
- Margaret noted that the next fiscal year will be a busy one as it will require planning for operations in the new building, slated to open in spring of 2023. She anticipates crafting a number of policy updates that will require board review and approval, such as how the library can best serve the community with the additional public meeting space that will be available.

#### **7. Adjournment:** *A motion (Kyle/Ripley) to adjourn was approved 7:28pm.*

Minutes submitted by Janice Merk.