

**Attleboro Public Library Board of Trustees**  
**Meeting Minutes – Sep. 14, 2022**

**ATTENDEES**

**Trustees:** Beth Gould, Cindy Lorincz, Judy Lusk, David Pierce, Tobey Reed, Tricia Svendsen

**Library Director:** Amy Rhilinger

The meeting was called to order at 6:34 p.m.

**1. Introductions** - none

**2. Minutes**

Minutes from the June meeting were approved.

**3. Business Required by Law**

None

**4. Treasurer's Report**

Amy presented the FY '23 Budget for \$79,000.. She noted that

- Under Equipment, the Technology appropriation was increased by \$500.
- Services appropriation was \$20,260, up from \$14,500 because they are conducting programs now.

A motion was made to accept the Trust Fund Budget as presented. The Budget was approved.

The Treasurer's Report included Warrant #1 in the amount of \$10,726.03 and Warrant #2 in the amount of \$4,832.25. There was a donation of \$250 in honor of Gus Nelson.

The Treasurer's Report was accepted as presented.

The amount of Warrant #1 and Warrant #2 (\$15,558.28) will be transferred from Rockland Trust to the checking account.

**5. Committee Reports**

None

**6. Director's Report**

Amy submitted a written report commenting on the following:

- In the Patron Policy a change was made from "require" to "request" regarding obtaining "permission for using any type of recording on Library Property...". (#11 in Policy)
- Little Free Libraries are near completion.
- Staff has had to handle patrons with unusual and even confrontational behaviors. They have received advice on ways to speak with difficult individuals. On occasion police have been notified regarding patron issues.
- Over the summer the building has had plumbing issues and power outages. The outages have required resetting the elevator and the HVAC system.
- A staff training day involved successful team-building.
- Interviews for the custodian position are underway.
- The Big Read kickoff took place at the Attleboro Arts Museum.
- The Friends of APL are looking for new members with skills in event planning and computer technology.

- The Annual Report Information Survey, which is a requirement for state aid, has been completed. It includes statistics about staff, salaries, circulation, holdings, database use, etc.

## **7. Unfinished Business**

### **A. Review Collection Policy**

Amy mentioned some of the changes made to the Collection Policy. A draft of the Policy will be presented at the next Board meeting.

### **B. Accounting System Upgrade**

Amy reports significant progress has been made with the Accounting System Upgrade.

### **C. Strategic Planning Update**

In her September Director's Report Amy identified activities that are part of the Strategic Plan:

Meaningful Marketing  
Community Connecting  
Lifelong Learning  
User Friendly Facilities

## **8. New Business**

- A. Judy would like the Board to give feedback on the Evaluation tool that was used for the Director's evaluation in June. This will be on the Oct. agenda.
- B. Judy asked about Professional Development opportunities for library staff. Amy explained that the city has funding for staff working toward a degree.

The meeting was adjourned at 8:08 p.m.

**Next meeting: Oct. 12, 2022, at 6:30 p.m.**

Respectfully submitted,  
Tricia Svendsen