

Attleboro Public Library Board of Trustees
Meeting Minutes – April 10, 2024

The meeting was called to order by Diane Mangiaratti at 6:30 p.m.

ATTENDEES

Trustees: Beth Gould, Cindy Lorincz, Judy Lusk, Diane Mangiaratti, Charlie Oliver, Mahesh Patel, David Pierce, Tobey Reed, Tricia Svendsen

Library Director: Amy Rhilinger

Staff: Meghan Witherell

1. Introductions

Meghan Witherell - Tween/Teen Coordinator

2. Minutes of Prior Meeting

There was a motion to accept the minutes of the March meeting. The minutes were approved as presented.

3. Business Required by Law

None

4. Treasurer's Report

Mahesh presented Warrant #10 with a balance of \$7,100.55. There was an unrestricted donation of \$100 to the APL from June Bourgeois.

Charlie asked about the American Button Maker expense and the \$600 for UZ Marketing. Amy said the button maker was for making customized buttons for YA programming and other library programs. The UZ Marketing expense is for promotional materials for the "I'm a Star Reader" program.

Cindy asked about the \$900 spent for Erate consulting. Amy and Charlie explained that completing the paperwork for participating in the erate program is difficult and time consuming. They believe using the consultation service is well worth the cost.

A motion was made to approve the warrant, accept the donation and transfer the amount of the warrant from Rockland to the checking account. It was approved. Current balance in the account is \$3,978.99.

The Treasurer's report was accepted as presented.

5. Committee Reports

Policy Committee

A summary of the Materials Selection Policy of the APL was updated by the Committee with several changes to guidelines in the **Adult and Young Adult** section and in the **Juvenile** section. Board members reviewed the suggested changes and offered input on content and wording.

6. Director's Report

Amy submitted a written report commenting on the following:

- Study space is frequently requested. More single pods could be used.
- An offer to help install security cameras came from relatives of Judy.
- **Third floor**
 - ~Weeding of materials continues, including books on CD, as there is low demand for them.
 - ~Community connecting is happening with flyers in the art section highlighting Attleboro Arts Museum; local animal shelter information available in the pet section; poetry display; travel books highlighted, etc.
- There has been some staff turnover.
- Friends of APL surpassed their goal for Library Giving Day, raising over \$10,200 for tech updates in the Library: possibly funding iPads in the Children's Room, a micro computer in the Balfour Room, digital

- signage, etc.
- Second grade Library visits are taking place.
- Spring Food Drive is underway.
- Litter clean-up kits are available for borrowing.
- An 8th grader is volunteering his time to coordinate the popular Dungeons and Dragons program.

7. Unfinished Business

A. Strategic Planning Update

Amy reports that staff members have said that awareness of the Strategic Plan makes them think more about what they are doing and helps with prioritizing. E.g., with the goal of having a user friendly facility, instead of just tracking the usage of rooms, they would also keep statistics on the number of patrons not able to be accommodated with use of a room. Staff are mindful about the comments and complaints about the study rooms. Attention is paid to how people use the furniture, and efforts are made to set it up the way people use it. Regarding lifelong learners, if it's noticed that a great number of craft books are being checked out, it tells staff they may need to offer craft classes.

B. Security Update

It's been a low-key month as far as incidents go. However, used needles were found in a restroom, and 8 nip bottles were found in the ladies' room.

Amy sees collaboration with the schools and Recreation Center as a means of providing teens options beyond socializing in the Library.

C. Other

Electronic Sign - Diane reported that Sunshine Sign has not increased the price of the sign since she got the estimate. \$12,000 is still needed to completely fund the project. Diane will be investigating grants.

8. New Business

A. Library Director Evaluation Form

Judy reminded Board members that she emailed them the Director Evaluation Form. Forms should be filled out and returned to President Diane Mangiaratti by May 1.

B. Rockland Trust Investment Reports

Diane brought up the twice yearly Board meetings when Rockland Trust representatives update Trustees on the APL financial investment status. She mentioned that there used to be a Finance Committee and questioned whether it is necessary to have the Rockland presentations as part of the Board meeting. The Finance Committee could perhaps meet with the representatives and report back to the Board. After some discussion it was decided that the bi annual presentations, open to all Board members, will take place at 6:00 p.m. on the day of the scheduled Board meeting with the monthly Board meeting beginning at 6:30 p.m.

The meeting was adjourned at 7:46 p.m.

Next meeting: May 8, 2024, at 6:30 p.m.

Respectfully submitted,
Tricia Svendsen