

Attleboro Public Library Board of Trustees
Meeting Minutes – May 8, 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, Tricia Svendsen

Library Director: Amy Rhilinger

Staff: Krystal Brown

1. Introductions

Krystal Brown - Children's Librarian

2. Minutes of Prior Meeting

The minutes of the April meeting were approved with the following clarification:

Under Committee Reports / Policy Committee, the Materials Selection Policy of the APL refers to the Collection Development Policy. The terms are often used interchangeably. For the sake of clarity and consistency the term Collection Development Policy will be used.

3. Business Required by Law

None.

There had been a question about what exactly "Business Required by Law" refers to, and Amy explained that it would include such things as the Strategic Plan and ALA business.

4. Treasurer's Report

Mahesh presented Warrant #11 in the amount of \$8,666.89. There were donations of \$810.

Amy explained that the EBSCO cost is for the subscription to the Consumer Report database.

Motions were made to accept Warrant #11 and the donations, and to transfer \$8666.89 to the checking account. The motions passed, and the Treasurer's report was approved as presented.

The balance in the checking account is \$5,241.10.

5. Committee Reports

Policy Committee

Copies of the revised Staff Social Networking Policy and the Collection Development Policy were presented. Motions were made and members voted to approve both policies.

6. Director's Report

Amy submitted a written report commenting on the following:

- Installation of eight security cameras in the building will take place soon. They will be connected to staff Wi-Fi.
- Budget hearing went well. For the capital improvement project, the number one Library priority is flooring replacement; quotes are being solicited.
- A new Assistant Reference Librarian has been hired.
- Melissa Hurst has completed a project in the Local History section as part of finishing up her library degree.
- Friends raised over \$13,000 for Library Giving Day. Funding will be used to update Library technology, starting with a microcomputer set-up in the Balfour Room. Once the City Solicitor approves a lease for a printer/copier, plans are to use LGD funds for the first year of a potential five-year lease.
- Still waiting on a phone for the third floor.
- 500+ individuals visited the Library the day of the Spring Fling.

- The city's Opioid Settlement meeting involved community connections with CCBC, Manet and Emory Recovery. Manet staff spent several hours in the Library and handed out hygiene kits. Manet and CCBC will make scheduled visits to the Library on a number of Tuesdays.
- Library participation in community events - both past and future - include Family Fun Fair, Maker Festival and a Multi-cultural Festival.
- Recent Library programs include Eclipse viewing, a Gardening workshop and a Genealogy presentation.
- Research on hotspot policies in other libraries is underway, as some patrons take advantage of access to this tool. They are able to coordinate checkouts so they have near constant use of a hotspot to the detriment of other patrons.
- There are fewer teenagers in the building. Knowing the teen patrons' names has helped with better relations.

7. Unfinished Business

A. Strategic Planning Update

Amy sent a link to the Strategic Plan to Board members.

B. Security Update

Cameras are mentioned above under New Business.

C. Director Evaluation Update

Diane has received completed evaluation forms from all Board members. The evaluation process will continue at the June meeting.

D. Electronic Sign

Diane reported that there is no further progress on acquiring a sign. Additional funding is needed, and the initial agreement has expired.

8. New Business

A. Budget Draft

Amy and Diane worked on a budget draft and presented a copy to Board members. Charlie explained the Contingency & Reserve item as including miscellaneous expenses that don't fit in other categories. Amy gave the example of the funds allotted for the Staff Holiday party.

B. Rockland Trust Financial Update

Representatives will present at the June meeting at **6:00 p.m.**

9. Other

Amy mentioned that May 27, at 9:00 a.m., is the Memorial Day Parade. Participants should wear red, white and blue. June 2, 2 - 5 p.m., is the PRIDE flag-raising and walk - City Hall to Balfour Riverwalk Park.

The meeting was adjourned at 7:39 p.m.

Next meeting: June 12, 2024, at 6:00 p.m.

Respectfully submitted,

Tricia Svendsen