

Sharon Public Library Board of Trustees  
Regular Session  
Dec. 13, 2023

**Attendance:**

Trustees in person: Carolyn Weeks, Cheryl Weinstein, Cheryl Rosenfeld, Sherrie King

Absent: Wendy MacArthur, Sarah Windman, Lee Ann Amend (Library Director)

Guests: Chuck Goodman

The meeting was called to order by Cheryl Weinstein at 5:31 p.m.

Approval of the minutes of the Nov. 29 meeting by consensus.

**Foundation**

- Naming standards: Adding family name (e.g., The Smith Family) to the options.
- Naming approvals: Regular gifts under \$5k have no contract, so do not need board approval. So far we've received 7 donations from the postcard. We've more than doubled what it cost to send it out. We had one person who didn't know there was a donation process. Now we have tables in the library lobbies with donation information, and people are taking flyers.

**New Building/Building and Grounds**

- FY25 maintenance: The architect gave us inside renderings with the paint colors, etc. We picked these colors ages ago. Emailed to all trustees.
- DPW issue: In Canton and Stoughton, the DPW takes over maintenance but the librarians are involved in decisions. We already are having issues with this. Last week the DPW arranged for an elevator inspection without notifying Lee Ann, so the elevator was out of order during open hours, and patrons were unable to travel between floors. We are meeting with Fred about this.
- For FY25 we have three different draft budgets, all depending on the timing of the new library's opening. We asked at the construction meeting for the opening date; apparently, the third-party company that updates the schedule is running behind, and the building plan itself is three months behind. We are waiting for the new move-in date.

**Director's Review**

- All trustees' reviews have been compiled into one. One comment wording has been changed. For the numerical ratings, everyone's ratings were averaged.
- **MOTION** to approve the review with one wording change, moved by Carolyn, second by Sherrie. Motion carried unanimously.
- Scheduled to discuss goals in January.

Meeting adjourned at 5:51 p.m. by consensus. Next meeting – Jan. 17, 2024, 7 p.m.

Respectfully submitted,

Cheryl A. Rosenfeld, Secretary, Board of Library Trustees