

MINUTES  
Sharon Public Library Board of Trustees  
Regular Session  
May 25, 2022

**Attendance:**

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

Trustees on Zoom: Wendy MacArthur

Library Staff: Lee Ann Amend (Library Director)

Guests: Chuck Goodman; Rob Maidman (on Zoom)

The meeting was called to order by Cheryl Weinstein at 7:37 p.m.

Minutes approved by consensus.

**Treasurer**

- Trust account balance about \$4,941.57 (waiting for balance); Eastern Bank account balance \$546.37

**Friends**

- \$7,000 made from May book sale.

**Budget**

- After encumbered expenses, we should have about \$30k left over.

**Library Project**

- Brian thinks we'll have a ruling by the December Town Meeting. There should be an article for December asking for more money. Fred has told FinCom he needs a ballpark number for how much more money we will need by Oct. 10.
- We will have advocacy to do, including possibilities for the current building. Cheryl W. would like the trustees to meet with the structural engineer about how long the temporary beam will last.
- Cheryl R. reported on our Positivity Campaign, a series of posts to raise awareness about services and products the library offers. Writing is in progress; plans are for the posts to launch weekly over the summer on Facebook and on local digital media outlets.

**Director's Report** Attached. In addition:

- 967 responses to library survey. Majority of respondents ages 51-64, then ages 35-50.
- OCLC has asked Lee Ann to work with them on a new national veterans' library database.
- New AV system, able to get installation at half the cost. Waiting for parts. Videoconferencing will be installed in the Community Room.

- We need a new server; either cleaning out the current one or purchasing a new one.
- New library website launch pushed out to mid-June.
- Eliminating Eventkeeper, moving to Assabet Interactive once the bulk of the new website is done; it's a new site for the calendar, room reservations and museum passes.
- Lee Ann will be out June 23 to July 5.

#### **New Business:**

- Library on Wheels policy. Eliminated the form on the back. Allows people to just call us. We use tax writeoff folks to deliver and pick up. Delivery is pretty quick. Motion to approve the policy made by Sarah, 2nd by Carolyn. Unanimously passes.
- Computer/internet use policy. This protects the library. Motion made by Carolyn, 2nd by Sarah. Unanimously passes.
- Lee Ann's salary is \$500 above the range. Town is going to put her salary through as \$500 less and then separately cut her two \$250 checks. Talking to Fred to get more details, not voting on this tonight.
- Legal request. Trustees are requesting that the Select Board allow us to hire our own legal representation for all legal matters/questions/advice. As discussed briefly at our April meeting, Cheryl W. drafted a memo to send to the Select Board requesting permission for the trustees to hire its own legal counsel for all future legal matters, then Cheryl R. edited it, and a new version was sent to all trustees for review. The memo was discussed and changes were made. It was agreed that once tonight's changes were made and edited, Cheryl W. would send the final memo to the Select Board so that we can get on the SB's agenda. What if they say no? We will not work with Gelerman. If the SB says no we will ask the Foundation to raise money for legal counsel.
- Board elections. Sarah put forth the current slate of: Cheryl W. chair, Carolyn vice chair, Cheryl R. secretary, Wendy treasurer. Wendy suggested we have term limits for officers. Motion made by Wendy: Library Board of Trustees will enact 2-year term limits for board positions. 2nd by Carolyn. Motion failed, 2 yes/4 no. Sarah made a new motion to approve the current slate of officers above, 2nd by Carolyn. Approved with one abstention.

Meeting adjourned at 9 p.m. by consensus.

Next meeting – June 22, 2022

Respectfully submitted,

Cheryl A. Rosenfeld  
Secretary, Board of Library Trustees