

Sharon Public Library Board of Trustees
Regular Session
Aug. 17, 2022

Attendance: Meeting all on Zoom

Trustees: Carolyn Weeks, Cheryl Weinstein, Sarah Windman, Cheryl Rosenfeld, Wendy MacArthur, Sherrie King

Library Staff: Lee Ann Amend (Library Director)

Guests: Chuck Goodman

The meeting was called to order by Cheryl Weinstein at 7:33 p.m.

Approval of July minutes with corrections approved by consensus.

New Item: Karen Mafera, circulation supervisor, has terminal cancer.

Cheryl W: She is one of the most amazing employees at the library, here for 25 years.

Lee Ann: I want you all to know in case something happens suddenly.

Cheryl W: Once we know the situation, we as trustees would like to do something.

Treasurer

- Eastern Bank trust account at \$546.37; no statement yet for the second account

Budget

- We are on budget

Friends

- For the Friends annual meeting we are planning a combined meeting/program with the veterans group, with an author talk about a historical novel.
- Have a table at Sharon Family Day, Oct. 2.
- Sponsoring Chuck Hogan talk Dec. 8.
- Talking about some sort of welcome wagon for families new to town.

Director's Report Attached. In addition:

- Website is complete.
- The Aris report was completed Aug. 2 and accepted Aug. 3.
- Facilities update: leak, no damage. Roof seams were caulked again. HVAC system condensation burst, leaked and has been fixed.
- People think the trustees and I (Lee Ann) are ignoring all of these issues. We have spent so much money repairing this building over the years. We know the system is on its last legs; facilities have asked if we can keep it moving along until we know whether we are getting a new building. We are taking care of the building appropriately.
- Staff training: Looking toward the end of October for moving everything over to our new event system.

- Donation was received from Dedham Bank for \$400, for three Kindles for the winners of our summer reading program.

New Business:

- **New Library/building and grounds:** Procurement schedule being put together, getting ready for Town Meeting.

Structural engineer's report is not very specific about shoring up the beam inside the old library.

What are we as trustees willing to do if we don't get a new library? We will have to remodel as opposed to just shoring it up. Let's discuss this at our September meeting.

Sarah: We have an elevator for which parts do not exist.

Lee Ann: Inspectors have told us that because it's not the electronic type, they last longer and have fewer problems than newer elevators. So far, we haven't had a problem with parts. The real problems are flooding and the HVAC system on the roof.

Sherrie: We need to be prepared if we have to go back to Town Meeting for more money.

Cheryl W: At our October meeting we'll start our planning for Town Meeting.

For money needed for the current library--how far are we willing to go before the building falls apart? What do we feel we need as our absolute minimum?

- **Public Relations:** 2 kinds: messaging to subscribers/followers and branching out to reach other residents via Patch, Wicked Local, Sharon Cable, Sharon FB groups, Superintendent and PTO newsletters, etc.

Sherrie: We should use text messages for Town Meeting messaging.

When people register for programs, can we ask if they will opt-in for text messages.

High schoolers can video announcements of weekly events and post them on TikTok, then Facebook, with newsletter link.

Cheryl R. to send Lee Ann an email with an outline of where to post events/news.

- **Long Range Planning:**

Wendy: We met prior to the last trustee meeting to discuss goals.

Lee Ann: We are working on goals and objectives with each department. An action plan is to be submitted with the long range plan. Publicity will be included in the plan.

- **Trustee representation:**

The Select Board authorized Fred to hire representation for the trustees. The firm he is looking at does all of the labor law work for the town. Cheryl and Carolyn met with Fred. The labor lawyer charges only \$175/hr. Fred is going to contact them about town attorney work. He also has another couple of firms he is considering. There will be no conflict of interest.

Meeting was adjourned at 8:37 p.m. by consensus.

Next meeting – Sept. 28, 2022

Respectfully submitted,

Cheryl A. Rosenfeld

Secretary, Board of Library Trustees