

Sharon Public Library Board of Trustees
Regular Session
Sept. 20, 2023

Attendance:

Trustees in person: Carolyn Weeks, Cheryl Weinstein, Sarah Windman, Cheryl Rosenfeld
Library Staff: Lee Ann Amend (Library Director)
Guests: Chuck Goodman

The meeting was called to order by Cheryl Weinstein at 7:31 p.m.

Aug. 16 minutes approved by consensus.

New report format; we will wait until the end of each report to ask questions.

Treasurer

- Harbor One account, no statement; Eastern Bank account balance \$546.37.

Budget

- On track; have healthy state aid budget of \$80k

Friends

- Helping with groundbreaking
- Annual meeting Oct. 19

Foundation

- Namings for the new library are changing. We had a \$500 naming for an item on the mural--taking those out. It was too difficult to manage; also it was a small amount to be in the vestibule. We also don't know how many items there will be in the mural. Instead, we are doing a 1,000 for \$1,000 campaign. Adult computers are now at \$1,500. We should change this to be all computers.
- **MOTION:** To approve the new naming as presented by the Foundation with the removal of the word adult in the computer namings. Moved by Sarah, second by Carolyn. Passes unanimously.
- Sharon Day. Foundation and Friends will be at the same table. Library will have a separate table.

New Library/Building and Grounds

- There was an issue getting steel. We want to make sure we're on track. We should get project plans every week. They will be closing School Street at the N Main entrance.
- Groundbreaking: Someone will be here in the morning so people can drop off food. Sen. Feeney is coming, he asked for the list of speakers. Ted Phillips did not respond.

Correspondence

- Received a couple of letters about our decision to hold meetings in person, in favor of keeping hybrid/Zoom, one townspeople and one trustee..

Director's Report Attached. In addition:

- Alarm malfunction--We may need to replace the alarm system, but we don't want to spend too much money since we are moving or keep paying the monthly fee once we no longer have jurisdiction over the building.
- Entire Local History collection is being cataloged so that it can be searchable; not just manuscripts, all items.
- Job description updates--we've been told the Personnel Board has approved these, but we haven't received it in writing yet.
- The job description for a full-time Library Building Maintenance Supervisor has been created. Libraries in all surrounding towns have this position. This position is critical, especially in the new building.

Legal Update:

- Cheryl W. spoke with Fred because she hadn't heard back from our new attorney. She now has a junior attorney helping her with our legal needs. She's very knowledgeable and was a library trustee for 9 years. We should have better communication and response now.

Naming Policy and Contract:

- The naming policy had a statement that a naming would last 30 years. Our attorney has changed that to say: a time period agreed upon by the Board and the Donor, or the end of the useful life or existence of the asset.
- **MOTION** to approve the changes our attorney made to the Library Naming Rights Policy and contract as written. Moved by Sarah, Second by Carolyn. Approved unanimously.
- **MOTION AMENDED** to remove mural items from the contract, since we no longer are including these as a naming option. Moved by Sarah, second by Carolyn. Passes unanimously.

Social Media Policy:

- This will be discussed next month, waiting for attorney review.

Meeting adjourned at 8:17 p.m. by consensus.

Next meeting – Oct. 18, 2023

Respectfully submitted,

Cheryl A. Rosenfeld
Secretary, Board of Library Trustees