

Sharon Public Library Board of Trustees
Regular Session
August 16, 2023

Attendance:

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

Library Staff: Lee Ann Amend (Director)

Guests: Chuck Goodman

The meeting was called to order by Cheryl Weinstein at 7:32 p.m.

Approval of July 12 minutes by consensus.

Treasurer

- No report

Budget

- A lot of our high-end costs come through at the beginning of the fiscal year. So the budget looks good. For the lighting repairs we were able to use encumbrance.

Friends

- Sept. 6 is our newcomers and membership reception, 6:30 p.m.
- Annual meeting is Oct. 19, 6:45 p.m business meeting, 7 p.m. speaker (an author). Discussing holding the next book sale May 16-19, dates not yet confirmed.

Foundation

- Has had some issues with the IRS, but our 501(c)(3) nonprofit status has been reinstated. Waiting for paperwork to be processed.
- Fundraising: Hopkinton did a 1,000 for \$1,000--1,000 people to each pledge \$1,000. Considering doing this in Sharon.

New Library/Building and Grounds

- The SSBC is running the construction program. We can watch the meetings; at our meetings we'll discuss the highlights. The Groundbreaking is set for Friday, Sept. 22, at 11 a.m. Five representatives from the MBLC are coming. We'll have an alternate plan for rain.
- **MOTION:** On Friday, Sept. 22, the library will be open from 1 p.m. to 6 p.m. (instead of 10 a.m. to 6 p.m.) so the staff can attend the groundbreaking. Moved by Sarah; second by Carolyn. Passed unanimously.
- Solar for the new building has been brought up at SSBC; Judy Crosby says there's a new way to do solar with tax credits. It's up to us; we oversee maintenance for the building. Sherrie says it's worth looking into but thinks it would be twice as expensive to add solar. It depends on whether we own vs. lease, or whether we do it during the project or after the fact. Could it hold up the project?

Director's Report Attached. In addition:

- Lighting issue: Work being done in 2 phases.
- Summer reading: kick-off had 160 attendees.
- Sunday, July 8 the library flooded, in the Community room.
- Mobile app: We are the first library in the OCLN to launch it.
- Fold3: New military records database. Can be used from home.
- Library IQ: New platform to track stats on library usage.
- Updated job descriptions: Our custodian was let go a week ago. A cleaning service is being sent over. DPW is hiring a new person; the library is one of four buildings being cleaned, we get 2.5 hours/day. We've been told we can have someone 18 hours/week in a non-benefit position; but we're open 53 hours a week. It's always been a DPW person, a union position. Lee Ann would like to have 2 part-time people, non-benefit. If the person were to work for Lee Ann instead of the DPW, we would need a job description approved by the Personnel Board. Other nearby towns have a full-time custodian with benefits through the DPW. Lee Ann will update the information about surrounding towns and meet with Fred about the custodian issue. Lee Ann wants to present it to FinCom--we should get on the agenda for an upcoming meeting. The library is the only public building outside of the schools with constant foot traffic and the need for custodial staff all day.
- Civics Academy: 25 residents, to learn about local government. It will run for four Thursdays, at the Library, Oct 19.

Future Meetings

- School Committee: We invited the School Committee to attend a joint meeting with us. Avi said Sept. 20 would work, unless the School Committee has a meeting that night. We may meet on the same nights and need to schedule a separate meeting.
- Trustee Meeting format: Cheryl W. spoke with our attorney. Only the chair decides if meetings will be in person or not. Our attorney said If meetings are in person, then they are only in person, that currently hybrid meetings are not allowed. We will confirm this, but what do Trustees prefer? The Finance Com now meets in person. Every Trustee present said they prefer in-person meetings, for reasons including better collaboration, productivity, teamwork, and efficiency. By consensus, future meetings will be held in-person only. Any trustees who cannot attend can watch the meeting on Sharon cable.

Meeting adjourned at 8:41 p.m. by consensus.

Next meeting – Sept. 20, 2023.

Respectfully submitted,

Cheryl A. Rosenfeld
Secretary, Board of Library Trustees