

Town of Millbury
Library Board of Trustees
Millbury Public Library
Tuesday, March 19, 2024 – 6:00PM
Location: Millbury Public Library

2024 APR 18 AM 11:11

Board Members in Attendance:

Eric Boll, Christine Brady, Christine Fintzel, Carol Burke, Linda Gosselin, Keith St. Denis, Susan Copeland

Library Leadership in Attendance: Ann Dallair, Theresa Boulrice

Minutes

1. Call to Order
 - a. There being a quorum, Eric called the meeting to order at 6:08 pm
2. Minutes
 - a. The minutes from the February 2024 meeting were distributed and reviewed.
 - b. Keith made a motion to accept the minutes, and Chris Brady seconded.
 - c. The motion carried unanimously.
3. Citizen Forum
 - a. No citizens present
4. Director's Report
 - a. A staff member has been out due to an unexpected medical issue.
 - b. The new Adult Services Librarian is Gena LaScala.
 - c. We are partnering with Fidelity Bank, who will present a program about finance scams on Thursday 4/11 6PM.
 - d. Meeting with Council On Aging (COA) regarding outreach on 4/24.
 - e. Applied for a small grant - MBLC Boston Bruins "Blades" Story Time visit. Requested for: 8/8, 8/13, or 8/15
 - f. COA tentatively will be closed for July and August for renovations, and some of their programs may be held here.
 - g. Ann will be meeting with Traci Parath, Director of the Asa Waters mansion, either this Thursday or Friday regarding some future programs at the mansion
 - h. The EV chargers will be replaced in the electric charging station at the Town Hall.
 - i. Mass Library Association Conference - Monday May 6 and Tuesday May 7 (Theresa and Ann will be at the conference.)
 - j. Ann vacations - July 15-19, August 5-9
 - k. Adult Program Attendance:
 - Adult Jewelry Class - 8/12 supported by Friends
 - Adult Jewelry Class - 10/12 supported by Friends
 - Adult Book Club - Feb – 7
 - l. Upcoming programs - Ronny LeBlanc, New England UFO's - Wednesday 3/27 at 6PM.
 - m. She Can Do It author visit
 - n. Seascapes: How to Pastel Paint - class is full already
5. Children/Young Adult Librarian's Report
 - a. Storytimes: one session was very well attended, upwards of 50 people. We are seeing a lot of new families
 - b. Egyptian Quest: Set's Curse: 20
 - c. Epic Tales Writing Group: 1
 - d. Messy Hands: 10
 - e. Drop-In Stem for Kids: (last of the WPI programs): 12
 - f. Circus From Around the World: 86 (Received a lot of praises from parents)
 - g. Egg Hunt: 200
 - h. Outreach:

- Assisted the Shaw school by judging their door decorating contest
 - Community Reads: 15 Students, 4 Teachers (theme: what do you want to be when you grow up? We have a future dinosaur among us)
 - Assumption: 24 students between two classes are still visiting the library regularly
 - Students used our resources for Black History Month posters
 - Meeting with School Librarians to plan next academic year
 - Principal Andy Hall was very happy having the program at Elmwood. I want to plan more events at Elmwood and Shaws
 - Teen Book Group-right after school vacation, so only one participant
- i. **Sensory Garden Update:**
- We are going with the original plan to see how popular having the garden will be to see if it is worthwhile getting a permanent installation.
 - The five planters are corrugated metal which is rust resistant and their color will be an antique white to match the trim on the library building.
 - I will be reaching out to the Transfer Station to see if they have compost we can use.
 - I am in the process of researching nurseries for plants and reaching out to the Blackstone Valley Gardeners and other local gardening associations as well as utilizing the expertise of my coworkers.
 - By mid April my hope is to have programming planned in May so that we can work with the students at the school.
- j. **Upcoming Events!**
- April - Chalkboard Paint Slime for Messy Hands
 School Break: Pokemon Event with a Pokemon Professor (specially certified for Pokemon events)
 Build a Cardboard Maze - We purchased a set of kid safe tools for cutting cardboard
 Special 3D Printer Event- bring a t-shirt or canvas bag and learn how to print a 3D design and iron it on
- May - Star Wars Day and a Wonka Movie Day where we make candied fruit.
- June - Homeschool Mini Conference

6. Invoice Payment Review and Approval

- a. The invoices for the month were distributed, reviewed and commented on.
- b. Carol Burke introduced a motion to approve the invoices as submitted
- c. Chris Fintzel seconded the motion and the motion passed unanimously.

7. Subcommittee Updates

- a. **Facilities Subcommittee**
 - Roof re- repaired on Monday 3/18 by Gibson Roof (free of charge) - roofer was here all day
 - Had Fire Safety Inspection - need to clear out closet areas where there are electrical panels. Coming back 3/25 to re-inspect
 - Meeting with Mark this Thursday about the survey of the 3-year trip testing (Johnson Controls). Mark is awaiting a response if the site survey is no cost. Looking at the piping above the ceiling.
 - Waiting for installation of camera signs.
- b. **Technology Subcommittee**
 - Minor tech issues with public computers have been resolved - PC Reservation kept bouncing out into sleep mode.
 - A staff laptop has finally ended its life. Worldband will be transferring all the data to a Chrome book.
 - A new laptop will be replaced after town meeting.
- c. **Endowment Subcommittee**
 - Greater Worcester Community Foundation is in the midst of an audit, so there will be no updates until the audit is completed

- d. Policy Review Subcommittee
 - Update to the Patron Conduct Policy

8. New Business

- a. None

9. Old Business

- a. Library Director contract – under review with Town Counsel, Eric Boll, Keith St. Denis, and Town Manager, Karyn Clark

10. Other Topics Not Anticipated to be Discussed

- a. Keith St. Denis recommended that we all review the Trustee Handbook to “increase our collective knowledge”

11. What We’ve Been Reading

- a. Chris Brady: All the Light We Cannot See / Anthony Doerr
- b. Chris Brady: The Women / Kristen Hannah

12. Adjournment

- There being no further business, Chris Brady made a motion to adjourn.
- Susan Copeland seconded the motion.
- The motion was unanimously approved and the meeting was adjourned at 7:50 pm.

Chris Brady
Karyn Clark

Keith St. Denis
Eric Boll