

Barrington Public Library
Board of Library Trustees Meeting Minutes APPROVED
February 21, 2023

Present: Trustees: Chair Susan Gaudiello, Susan Frankel, Robert Drew, Lydia Cupp. Trustee Alternate Melanie Haley. Library Interim Director Wendy Rowe (remote), Library Materials Processor Amy Inglis. Resident Kenneth Grant.
Absent: Leigh Elliott, Karen Towne, Karolina Bodner.

The meeting was called to order at 5:35 pm by Chair Susan Gaudiello.

Minutes: Susan F. made a motion to accept the Jan 17, 2023, Trustee Meeting Minutes, seconded by Lydia, and the motion passed.

Donations: Robert made a motion to accept the donations of \$125 in January, seconded by Lydia, and the motion passed.

Treasurer's report: Susan F. presented an update on the January financial accounts. Robert made a motion to accept the Treasurer's report, seconded by Lydia, and the motion passed.

Public Comment: Resident and Select Board Candidate Kenneth Grant questioned what criteria is followed by staff when choosing to add a book to the Library collection. Amy responded that many of the books ordered are based on requests by library patrons. In addition, lists such as the New York Times bestsellers lists, and Goodreads bestsellers list are consulted in tandem. Mr. Grant departed the meeting following this discussion.

Friends Report: Lydia reported that the Friends are actively planning for the Open House event, which will take place on April 15th from 11AM-2PM.

Foundation Update: Susan G. reported that the renewal expense for the library banner at the BYA Fields recently came due and that the Foundation funded that expense. She further suggested that Trustee funds be used to re-imburse the Foundation for that expense. Susan F. made a motion to accept the re-imbusement amount of \$175, seconded by Lydia, and the motion passed.

Interim Director's Report: Wendy reported that there is an issue with the new carpet/transition strip installed by Marcotte Flooring, where the carpet is lifting away from the transition strip in the vestibule. Wendy is currently waiting for a return phone call from Marcotte and will continue to follow through on the issue. Local resident teen Ella Brook, senior at Coe-Brown, will be donating a bench to the library that she received after collecting plastic to be recycled for her Senior Project. Installation target date for the bench will be by April 15th if possible to coincide with the Open House. Additionally, Wendy reported that all new staff are doing well, and that there are some exciting programming ideas in progress including a Board Game Day for teens. Employee self-evaluations have been distributed and are due back by March 13th.

Old Business: Susan F. reported that the subcommittee working to review and suggest edits to the current Personnel Policy, has focused on the Earned Time and FMLA sections of the

policy over the last month. The big takeaway from this review is that while holiday time remains separate, vacation, sick, and personal time are now all combined into the earned time category. Further discussion regarding alignment with town policies followed. Lydia made a motion to accept the changes made to the policies, seconded by Susan F., and the motion passed. Lydia has volunteered to join the subcommittee to assist with future review and edits, replacing Leigh Elliott.

New Business: Susan G. reported that Amy has been working to review and update the current Library Policies, with a focus on separating policies from procedures. Amy reviewed multiple edits made to the Circulation Policy including lowering the age for patrons to obtain a library card without a parent or guardians' signature from 18 years old to 16 years old. Robert made a motion to accept the edits made to the Circulation Policy, seconded by Susan F., and the motion passed. The new director will continue working with staff on necessary edits to the Library Policies, with a focus on the most pertinent getting priority. Additional new business topics included the 2023 Trustee Election (Susan G. and Karolina are running against two opponents), and Melanie's pending request to the Select Board to be re-appointed in the role of alternate.

Library Building Project: Susan G. reported that the plans are well underway for the Listening Session on March 25th. Cost for the architect and two associates to attend and moderate the event is estimated at \$4,500. In addition, Susan G. shared that the Town Administrator has drafted a pitch for the federal funding of a library/community center that he plans to present to the Select Board on February 27. Susan G. will attend that meeting to represent the Trustees.

Director Search Committee Report: Susan G. reported that now that new director Elizabeth Bolton has been hired, the committee has continued working together to plan for her upcoming start of work date of April 3rd, 2023. A press release will be drafted, and Elizabeth plans to attend the Listening Session on March 25, in addition to the Open House.

7:33pm Robert made a motion to adjourn, seconded by Susan F., and the motion passed.

Next BPL Trustee Board Meeting March 21, 2023, at 5:30pm

Minutes recorded by Melanie Haley, Trustee alternate