

Blackstone Public Library
Board of Trustees Minutes
January 09, 2023

Present:

Lisa Cheever, Director
Mary Lou Branchaud, Chair
Jean Alexandrowicz
Kelly Gillis, Vice-Chair
Kate Renaud, Co-Secretary
Mary Ann Dobeck

Absent:

Patty Guzinski, Co-Secretary

1) Opening:

- a. Meeting was called to order at 6:00 p.m.
- b. Approval of Minutes December 12, 2002 postponed.
- c. Next meeting: February 13, 2023 at 6:00 p.m.
- d. Library Closings: January 16, 2023, Martin Luther King Day.
- e. Next Friends of the Blackstone Library meeting: January 10, 2023 at 6:30 p.m.

2) Finances:

- a. FY22 encumbrances closed out.
- b. FY23 Budget was discussed. Due to a check issued in error, the Town Accountant will follow up with cultural council.
- c. FY24 Budget discussed. Initial discussion took place at the Selectman's meeting on January 2, 2023, the library will make adjustments to reflect increased heating costs.
- d. Deadline for Warrant Article submissions still to be determined.

3) Director's Reports and Discussion:

- a. Reviewed Capital Plan. Need to determine if a warrant article will be needed for water bottle refill station, staff computers and telephone system. Director to confirm if there are grants available for the water bottle stations and security system.
- c. Director provided the Library's Annual Town Report. Board to submit feedback and edits by January 16, 2023.
- d. Discussed Marijuana Impact Funds and reviewed the details that will be presented at the Annual Town Meeting. Kelly made a motion to submit warrant article for Marijuana Impact Funds for FY24 at \$10,680 with discussed revisions. Jean seconded: all in favor.
- e. Highlight of the Month was the bakeware, cookware and kitchen aids included in the Library of Things.
- f. Discussed Service Animal Policy draft and changes to be made, will review again at February 13, 2023 meeting.

g. Director shared MLA/MSLA Library Legislative Day is March 15, 2023 at the State House, Cookie Walk raised \$2,993, pop-up library has been discontinued, promotion of Ellen Goudreau to full time Head of Circulation and Library Technical Services, Renee Milliken's promotion to Tech Room Assistant and details for Donna Ansell's retirement open house which has been moved to January 13, 2023.

h. Building Report was reviewed. Received quote for \$1,500 for HVAC Service Platform repair to allow safer and easier access for maintenance and submitted to address a boiler pump failure which caused leaking. Water Cleanup took place. Waiting on boiler repair quote with two pumps. Received quote for \$10,800 to install water bottle stations and submitted to Town Administrator for consideration. BZ Leaf Lifters has agreed to gift their services to trim and shape trees at the library – thank you.

i. Children's Room Report, YA Report, Adult Services/Reference Report, and Circulation and Tech Services Report were reviewed and discussed. Adult Services/Reference Report will be discontinued until position is filled.

4) Chairperson and Trustees' Reports and Discussions:

a. Correspondence: none

b. Reviewed 2023 meeting schedule, will be submitted to Town Clerk.

c. Donna Ansell's departure discussed and new dates for celebrations shared.

d. Wreath Workshop will take place on November 28, 2023, Ribbons and Greens Workshop December 2, 2023, delivery of Greens November 26, 2023.

e. Discussed planning for upcoming building projects and future purchases.

f. Matters the Chairperson reasonably anticipates to be discussed – none.

5) Old Business:

a. Discussion for Food Bank Drive moving forward will be done in April and November.

b. Policy Manual Discussion took place about placement of the Animal Policy in the manual.

c. Kelly reviewed the Trustees Calendar.

6) Good and Welfare:

a. None.

7) Adjournment: Jean made a motion to adjourn the meeting at 7:36 p.m. Mary Ann seconded; all voted in favor.