

Patty Guzinski

Blackstone Public Library
Board of Trustees Minutes
March 14, 2022

Present:

Lisa Cheever, Director

Mary Lou Branchaud, Chair

Kelly Gillis, Vice-Chair

Jean Alexandrowicz

MaryAnn Dobeck

Patty Guzinski, Co-Secretary

1) Opening:

- a. Meeting was called to order at 6:00 p.m. Kate Renaud was absent.
- b. February minutes will be approved at an upcoming meeting.
- c. Next meeting: April 11, 2022 at 6:00 p.m.
- d. Library Closings: none.
- e. Next Friends of the Blackstone Library: March 21, 2022 at 6:30 p.m.

2) Finances:

- a. Invoices were signed and discussed.
- b. FY22 Budget was discussed. Director reviewed Financial Spreadsheet and Account Balances. Lisa noted that processing and shipping fees have increased.
- c. Proposed FY23 Budget was reviewed. Line on Operating Budget itemization sheet addressing the FY21 LSTA Grant will be deleted as the funds are depleted and the grant has ended.
- d. Director and Patty reviewed the results of the salary survey. A summary will be provided at the April meeting.

3) Director's Reports and Discussion:

- a. Director discussed the 3D printer and the creation of the policy for its use.
- b. National Library Week events are planned. Volunteers will be needed for the April 2nd event. Connect with the Community Night has been scheduled.
- c. Highlight of the Month: Kanopy. Director provided an explanation of this platform which is similar to Hoopla and Netflix.
- d. Computer Maintenance contract was discussed. IT comparison of World Band and Ayacht Tech Solutions was reviewed. Director discussed the necessity of in-person tech services. Lisa will follow-up with companies.
- e. Funding of the Bean Stack program has been approved by the MBLC for the Summer Reading Program.
- f. UniBank has approved \$2,500 grant for the program "What's for Dinner".

- g. Library Survey has been completed; 150 responses were received. Responses will be used to formulate the Long Range Plan.
- h. SOAR event has been scheduled for March 29th via Zoom at 6:30 p.m.
- i. Upcoming programs and Book Clubs were discussed.
- j. Building Report was reviewed. Water bottle filling station was discussed.
- k. Children's Room Report, YA Report, and Circulation and Tech Services Report were reviewed and discussed. Monthly Book Club at the Blackstone Senior Center has been well attended.

4) Chairperson and Trustees' Reports and Discussions:

- a. Correspondence: see attached.
- b. Meetings via Zoom may continue until July 15, 2022 per the Governor.
- c. Legislative Breakfast was attended by the Director.
- d. Chairperson reported on meeting held with the Town Administrator to discuss inclement weather policy.
- e. Trustees' terms were discussed. Trustees with expiring terms will be required to submit a letter of intent to the Board of Selectmen if they wish to be reappointed.

5) Old Business:

- a. Kelly reviewed the Trustees Calendar. Collection for the Food Pantry will be added to the calendar in October, to take place in November.
- c. Jean provided an update on the Policy Manual. Parking Lot Policy and 3-D Printer Policy are being formulated.

6) Good and Welfare:

- a. None.

7) Adjournment:

- a. Mary Ann made a motion to adjourn the meeting at 7:22 p.m. Kelly seconded; all voted in favor.