

*Patty Guzinski*

Blackstone Public Library  
Board of Trustees Minutes  
January 8, 2024

Present:

Lisa Cheever, Director

Mary Lou Branchaud, Chair

Patty Guzinski, Co-Secretary

Kelly Gillis, Vice-Chair

Mary Ann Dobeck

1) Opening:

- a. Meeting was called to order at 6:50 p.m. Kate Renaud and Jean Alexandrowicz were absent.
- b. Minutes from December's meeting were tabled until February.
- c. Next meeting: February 12, 2024 at 6:30 p.m.
- d. Library Closings: January 15, 2024.
- e. Next Friends of the Blackstone Library: January 9, 2024 at 6:30 p.m.

2) Finances:

- a. Invoices were signed and discussed.
- b. Director reviewed Account Balances Spreadsheet. FY24 Budget was reviewed. LIG/MEG balance explained by Director.
- c. Director presented versions 4 and 5 of the 2025 Proposed Budget. Lisa provided distinctions and explanations of the updated versions. Kelly made a motion to approve Version 5 in the amount of \$706,796. Mary Ann seconded; all voted in favor.

3) Director's Report and Discussion:

- a. Lisa reported that the Library Annual Report will be submitted by 1/26. Trustees are to forward any changes prior to that date.
- b. Legislative Breakfasts are scheduled for 1/19 at the Hopedale Library and 2/2 at the Worcester Library.
- c. Director has been notified by the Town Administrator that monies from the Marijuana Host Agreement will not be made available next Fiscal Year. The State Legislature has invalidated the Host Agreement Contract midway

through. The newly passed legislation now prohibits towns from utilizing these previously agreed upon funds.

- d. Policy on Gift Acceptance was presented and discussed. Kelly made a motion to approve the Gift Acceptance of Non-Circulating Materials Policy as presented. Patty seconded; all voted in favor.
- e. Highlight of the Month: Solar Rechargeable Power Bank is available to be borrowed through the Library of Things (LOT).
- f. Director provided Brainfuse, Hoopla, and Kanopy statistics.
- g. Lost Item Report was reviewed. Director noted that the cost of the lost items is down substantially from last year. Staff has done an excellent job of following up with patrons with lost items.
- h. FY25 Action Plan was discussed. Status of goals was reviewed.
- i. Thank you to Luann and Charles Sullivan for their contribution to the Cookie Walk.
- j. Upcoming programs and Book Clubs were presented.
- k. Children's Room Report, YA Report, Adult Services and Reference Report, and Circulation and Tech Services Report were reviewed and discussed. A change in the Patron online card catalog is expected to take place in the Spring. Staff training of the Aspen System will be scheduled.
- l. Building Report:
  - Awaiting quotes for the HVAC fan boxes
  - Correctional Work Crews were requested for January, February, and March.
  - Glycol status was discussed.

#### 4) Chairperson and Trustees' Reports and Discussions:

- a. Correspondence: none.
- b. Backdrop to the Water Filling Station will be completed in the next few weeks.

#### 5) Old Business:

- a. The Library 20th Year Anniversary will be combined with National Library Week events. Sub-committee will begin planning. Dates to take place in April to be determined.
- b. Storage Shed and Gardening Shed were discussed.
- c. Policy Manual: action taken earlier in the meeting.

- d. Kelly reviewed and updated the Trustees Calendar. There will be no Legislative Day at the State House this year as focus will be on book legislation. Revised Trustee Calendar sent out on 11/23/2023.
- e. Trustees Education/Training will be scheduled. Any input from the Trustees regarding topics should be forwarded to the Director.

6) Good and Welfare:

- a. Kelly praised the Staff on effectively and professionally handling a situation at the Library.

7) Adjournment:

- a. Kelly made a motion to adjourn the meeting at 8:02 p.m. Mary Ann seconded the motion; all voted in favor.