Blackstone Public Library
Board of Trustees Minutes
October 4, 2021

Present:
Lisa Cheever, Director
Mary Lou Branchaud, Chair                                   MaryAnn Dobeck
Kelly Gillis, Vice-Chair                                    Kate Renaud, Co-Secretary
Jean Alexandrowicz                                          Patty Guzinski, Co-Secretary

1) Opening:
   a. Meeting was called to order at 6:00 p.m.
   b. MaryAnn made a motion to approve the minutes of August 30, 2021. Kate seconded; all voted in favor.
   c. Next meeting: November 8, 2021 at 6:00 p.m.
   d. Library Closings: October 11, 2021 for Columbus Day.
   e. Discussion regarding upcoming Holiday schedule.
   f. Next Friends of the Blackstone Library: November 19, 2021 at 6:30 p.m. Book Sale Fundraiser is scheduled for November 6, 2021.

2) Finances:
   a. Invoices were signed and discussed.
   b. Director reviewed FY21 encumbrances; Victory and Vertex encumbrances remain.
   c. FY22 Budget was discussed. Director reviewed Financial Spreadsheet and Account Balances.
   d. Director presented and provided explanation of the four versions of the Proposed FY23 Budget. Jean made a motion to approve Version 3 of the Proposed FY23 Budget in the amount of $560,575. Kelly seconded; all voted in favor.

3) Director’s Reports and Discussion:
   a. State Aid Report has being compiled and submitted. LSTA reports have been submitted for the completed $12,000 grant.
   b. Kelly made a motion to accept the FY23 Library Action Plan. Jean seconded; all voted in favor. Director will submit Action Plan by December 1, 2021.
   c. Highlight of the Month: Giant Tumbling Timbers available for loan through the Library of Things.
   d. Cookie Walk Fundraiser is scheduled for December 11, 2021. Ellen Goudreau is the organizer of the event. Feedback from the Board of Health will be implemented.
   e. Cares Act/FEMA reimbursement was discussed.
f. Cultural Council Grants have been submitted. Kelly made a motion to earmark $5,070 from the Gift Account for any expenses/programs not covered by the Cultural Council Grants. Kate seconded; all voted in favor.

g. Friends of the Library update was provided. David Forget presented a check to the Friends in the amount of $686 for the Goodstuff Fundraiser. The Friends are holding a Clothing Drive Fundraiser on October 16th. Open Road Cycles has provided a trailer for the event.

h. Building Report was reviewed.

i. Children’s Room Report, YA Report, and Circulation and Tech Services Report were reviewed and discussed.

4) Chairperson and Trustees’ Reports and Discussions:
   a. Correspondence: see attached.
   b. Item list from Gift/Memorial funds was discussed.

5) Old Business:
   a. MaryAnn gave an update on the Food Pantry donations made by patrons. Donations will continue to be collected until the end of November.
   b. Wreath Workshop and Ribbons and Greens Workshop was discussed.
   c. Kelly reviewed the Trustees Calendar.
   c. Jean provided an update on the Policy Manual. Parking Lot Policy and 3-D Printer Policy to be completed at a later date.

6) Good and Welfare:
   a. Kelly provided an update on Staff Appreciation Tea.
   b. Feedback received from BOS regarding relaying of Library events. Director will forward info to point person of the Community Calendar once the Calendar is developed.

7) Adjournment:
   a. Jean made a motion to adjourn the meeting at 7:30 p.m. MaryAnn seconded; all voted in favor.