

Jonathan Bourne Library Trustees Meeting, October 26, 2023

Kristina Prodouz called the meeting to order at 2:57 pm.

Attendance: Kristina Prodouz, chair, Kathleen Fox-Alfano, vice chair, Todd Benedict, Perry Davis, Susan Schmidt, secretary, Colleen Cunningham, assistant director, Irja Finn, director, Terry Johnson, children's librarian, Anne Gregory and Helen Bresnahan, Friends of the Library. Absent: Susan Barlow.

Voting Items: The minutes of the September 28, 2023 meeting were accepted, moved by P. Davis, seconded by K. Fox-Alfano. Passed unanimously.

Discussion: A request to drop the idea of having a Request for Reconsideration form update was discussed. The Town Administrator felt that we should stick with the policy as it currently exists. It was developed with the advice and approval of the town's legal counsel. The discussion supported the decision to not create a new policy.

The Board has reviewed the Strategic Plan Action Plan for FY24. The plan appears to be very doable and all actions seem to be very much on target for completion.

P. Davis and K. Prodouz agreed to take on a role of being a small task force to meet with Dave Pelonzi and Nathan Carr, leaders of Bourne's Disability Commission to set up a meeting to review the library for ADA compliance.

Building Masonry Project update: There was a Zoom meeting last week with Gale and Kenney Masonry. They are to set up a site visit this week and develop a calendar. The meeting seemed well run by Gale. However, the minutes from the meeting have not yet been issued and there are some concerns because masonry work is very sensitive to weather issues. I. Finn will reach out to Liz Hartsgrove to see what progress has been made with minutes and a timeline, supported by the Board of Trustees in this action.

As of the meeting date, the Feasibility Study RFP had not yet been posted. The Board expressed interest in the posting date and K. Prodouz will reach out to L. Hartsgrove about this status to be able to give an update at our next meeting.

Director's Report: The conditions of the current year's budget are very close to on target for where we are in the year. The position of Public Service Librarian has been posted and to date, there have been eleven applicants. The posting will close on November 3 and in the week of November 5, the screening will begin and decisions made on whom they will interview. As a follow up to a question raised in September, I. Finn reported that there appears not to have been as large of an impact of the bridge  
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work on our circulation as may have been anticipated. The delivery of books to Town Hall for pick up has been increased to two days a week and seems to be a very helpful

program. I. Finn will send the remaining reports from the different library departments that were ready after her time to send them. She hopes to get them to the Board members the afternoon prior to our meeting. She updated us briefly on the status of the FY25 budget plan which will reflect a steady budget with 0 increase, but explained some line items have been moved in the Town's process, so there will be more funding for library supplies. Capital requests are due by November 17 and there will be a request to upgrade the meeting room with AV equipment and different chairs and table styles. As for the Library Director's FY24 goals, I. Finn would like each trustee to examine her proposed goals and decide our priorities. Please forward suggestions to K. Prodouz with your top suggestions.

(P. Davis left at 3:55 pm)

C. Cunningham reported that the legislative bill on e-books is making some traction and progress with our area as the price of e-books is very costly. There will be an Art workshop in January in the Community Hall with the look to collaborate with other town departments. And some of the staff members will share what they have learned in recent professional development courses and workshops they have been able to attend.

The Friends of the JBPL reported on their recent annual meeting of October 23. They were able to elect a slate of officers and welcome some new members at large to their organization. Bill Prodouz will be their interim treasurer. Some of the Quilters were at the meeting to share their stories of the quilt. There was discussion of a 150th anniversary celebration for Thornton Burgess with probable collaboration with Sandwich and Bourne libraries since they were one library back then. Plans for the Holiday Silent Auction are moving forward. The next meeting of the Friends will be November 27.

K. Prodouz reminded Board members to send agenda changes to the draft agenda to her, not I. Finn and to inform her if you need to miss a meeting.

Next meeting agenda items: 5 year action plan to state due on December 1. Staff PD reports and a review of the Director's goals. Date for the meeting is November 16, 2023 at 3:00 pm in the programming room.

The meeting adjourned on a motion by K. Fox-Alfano, seconded by T. Benedict and unanimously passed at 4:13 pm.

Respectfully submitted,  
Susan Schmidt, Secretary