

## Trustees of the Jonathan Bourne Public Library Meeting Minutes – 29 June 2023

A meeting of the Trustees was held on 29 June 2023 at the Jonathan Bourne Public Library and was called to order at 3:00pm by K. Prodouz, Chairman.

Attendees: Kristina Prodouz (Chairman), Kathleen Fox-Alfano (Vice Chairman), Susan Schmidt (Secretary), Todd Benedict, Perry Davis, Sue Barlow, Irja Finn, Library Director, Colleen Cunningham, Assistant Library Director, and Anne Gregory, Friends of the Jonathan Bourne Public Library.

### Voting items

Minutes from the 18 May 2023 Board meeting and 15 June 2023 Strategic Planning Workshop were approved. Both moved by K. Fox-Alfano and seconded by S. Barlow. Passed unanimously.

The library hotspot borrowing policy was amended to allow for borrowing the hotspots for up to two weeks at a time, once a month per household/address. The device can be turned off if overdue by 24 hours. Moved by K. Fox-Alfano, seconded by S. Barlow. Passed unanimously.

A vote to select a Board of Trustees liaison to the Friends of the Library was tabled until a later meeting.

### Friends of the Library Report

Anne Gregory reported that the Friends of the Library voted to purchase four benches that will be able to be used in the summer of 2024. Caring and Sharing will happen again this coming holiday season. Over 200 people attended the Summer Reading Kickoff Party on 28 June. Eileen Mattingly wrote an article about the library quilt and it will be published in full in the fall (7 pages). The Friends are sponsoring many summer programs for children, teens and adults.

The next hour and a half focused on examining and editing the survey and the information from Strengths, Weaknesses, Opportunities and Threats workshop that came out of the Strategic Planning workshop giving the theme of Explore, Experience and Enjoy to our planning. In examining the stakeholders for the survey, members of the Board volunteered to provide email contacts to I. Finn and L.Hartsgrove to send a survey link in an effort to reach more residents who may or may not use the JBPL and send them by July 5, 2023. As for the logo for the Strategic Plan, K. Fox-Alfano moved, T. Benedict seconded the use of Version D for this part of the planning. It passed unanimously. Due to the overwhelming amount of discussion on the survey and virtually no time to preview it ahead of the meeting, we will meet again to finish more of the agenda items on the survey on 6 July 2023 at 10:00 am to develop a communication plan for survey and workshops and define the workshop schedule and participants.

### Library Director Report

I. Finn, Library Director, reported that the open librarian position is being modified to “Public Services Librarian” and will post on 24 July and is being re-negotiated for the union contract. The hope is to have the position filled and on board by Labor Day.

EOY Budget is in good shape for a soft landing. Some recent book purchases are being funded by state aid. There was some discussion of unused salaries due to the time lag in recruiting and hiring the open positions (six months of the assistant director’s position and six months of the IT librarian’s position).

Information for discussion:

There is no update on the Facilities Task Force and Feasibility study at this time. P. Davis is waiting to hear from M. McCollem.

Next Meetings

The available Board members will meet on 6 July at 10:00 am to finish work on the survey preparations ahead of the 11 July meeting with the Select Board.

The next regular meeting will be held on Thursday, 20 July 2023 at the Jonathan Bourne Public Library at 3:00pm. (note third Thursday instead of fourth). Topics for discussion will include an update on the Facilities Task Force and Feasibility study, the JBPL 2070 Committee and recognition of the 100 th birthday of the Jonathan Bourne Library in 2024.

The meeting was adjourned at 5:03 pm.

Respectfully submitted,  
Susan Schmidt

Approved unanimously on July 20, 2023