

## **Trustees of the Jonathan Bourne Public Library      Meeting Minutes – 8 June 2021**

A meeting of the Trustees was held on 8 June 2021 at the Bourne Public Library and was called to order at 4:04pm by K. Alfano, Chairman.

**Attendees:** Kathy Fox Alfano (Chairman), Perry Davis (Vice Chairman), Christine Crane, Kristina Prodouz (Secretary), Sue Barlow, Susan Schmidt and Heather DiPaolo (President, Friends of the Jonathan Bourne Public Library)

### **Approval of Meeting Minutes**

- A motion to accept the minutes of the trustees meeting held on May 20, 2021 was made by C. Crane and seconded by P. Davis. The minutes were unanimously approved.

### **Friends of the Bourne Public Library – H. DiPaolo**

- The Friends awarded 3 scholarships this spring, each in the amount of \$1,500, to 3 Bourne high School seniors. There were 7 applicants this year.

### **New Business**

- **New Trustee Orientation**

S. Barlow, S. Schmidt and P. Davis have completed online Trustee training. K. Alfano, K. Prodouz and I. Finn are working to compile a Library/Trustee yearly calendar of events. A copy of the Mass. Board of Library Commissioners Trustee Handbook was made for each trustee. P. Davis is working to set up an email account for the trustees.

- **Update on Process for new Library Director recruitment**

K. Alfano and P. Davis met with T. Schiavi, Town Administrator to define the process for Library Director recruitment and the role of the Board of Trustees in the search. Note: The Library Director recruitment process is on hold until a replacement for the resigning Town Administrator is identified.

- **Review of Library Space**

The Trustees approved the proposal of the Interim Director to move the desk of the technology librarian from an open area in the main library to the office near the rear library entrance.

- **Fine Free Policy discussion**

The Trustees discussed the trend in local libraries toward a fine free policy. I. Finn will draft a policy for eliminating fines for overdue library materials. S. Schmidt will work on the policy with her.

## **Old Business**

The DPW will be onsite this month to assess the leaks in the roof and windows and how to repair the damage to the building.

A date was set for a library staff and Trustees Meet and Greet. The reception will be held on June 24<sup>th</sup>. Name tags will be ordered for staff and trustees.

## **Next Meeting**

- The next meeting will be held on Tuesday, July 13, 2021 at the Jonathan Bourne Public Library at 1:00pm. Topics will include Trustee Bylaws and an update on the Town Charter Review.

The meeting was adjourned at 5:55 pm.

Respectfully submitted,

*Kristina Prodoz*