

# Ventress Memorial Library

## Trustee Meeting Minutes

May 15, 2024

### 1. Call to order

Trustee Chair Gregory Caille called the meeting to order at 4:04 p.m. In attendance, Chair Gregory Caille, Vice-Chair Michelle Noonan, Robert Marzelli, Greg Guimond, and Cyndee Marcoux (Library Director). Absent Dylan White, Wally Coyle, and Dana Forsythe

### 2. Approval of Minutes of March 20, 2024

Trustee Guimond motioned to approve the minutes of March 20, 2024. Trustee Marzelli seconded the motion; a roll call vote was taken; all were in favor.

### 3. Directors Report

The Director went over her report. Trustee Marzelli asked the director if signs had been put at each computer letting users know the computers are filtered. The director informed him that this had not been done as the Reference librarians pointed out that there was not enough room to post this at each computer. A compromise was decided to post a notice on the bulletin board in the computer area stating that the internet is filtered. In addition, the pop-up internet policy also states that the computers are filtered.

The Director reported the statistics for Sunday visits to the library. The Board discussed Sunday hours and thought that 10a-2p would be a better opening time. A motion was made by Trustee Guimond to change the Sunday hours from 9a-1p to 10a-2p if the Town votes at the Special Town meeting to fund Sunday hours again. Trustee Marzelli seconded the motion. A roll call vote was taken; all were in favor.

The Director reported that the annual Fairy house event would be held in June. She also stated that June is PRIDE month and the library will be creating displays and holding a few programs.

### 4. Announcements and Correspondence

- a. Daniel Webster Monument repairs – the trustees discussed the quote from Iron House Services to clean out the rust, apply rust primer and reshape all the damaged or lost parts. The quote did not include the cost to paint the monument. A decision was made to ask Trustee Forsythe to get a quote for painting. Once we have a quote for all the work the board will revisit this issue.
- b. Representative Cutler's earmarked funds – the director update the Trustees on the status of the earmarked funds. She met with the Town Administrator and Facilities Director and it was decided to get a quote to redo all of the library's restrooms. The quote is \$88,550. The Facilities Director indicated that his department may have some funds in the infrastructure budget that could be used for the difference.

- c. Trustee Caille plans to reach out Select Board liaison, Eric Kelley to invite him to tour the library.
  - d. Trustee Guimond informed the Board that the Fall Town Meeting would not be held until December. Possibly December 16<sup>th</sup> the Town wanted to wait for the results of the MBTA hearing.
5. **FY24 Budget Update**
  6. **FY25 Budget Draft**
    - No update at this time.
  7. **Set date for next meeting**
    - The next meeting will be held on June 26, 2024 at 4 p.m. via Zoom
  8. **Adjourn**
    - Trustee Guimond made a motion to adjourn at 4:44pm. Trustee Marzelli seconded the motion; a roll call vote was taken all were in favor.

Respectfully Submitted,

Cyndee Marcoux