



Town of West Boylston
140 Worcester Street, West Boylston, Massachusetts 01583
BEAMAN MEMORIAL LIBRARY BOARD OF TRUSTEES
Meeting Minutes – February 8, 2022

Remote Meeting Via Zoom
Meeting ID: 882 5872 8086
Passcode: 538856
Dial by location (phone): +1 929 205 6099 US (New York)

Members Present - Kate Halpin, Stephanie Hannum, Karen Hennessy, Sharon Hennessey, Tammy Hubbard
Members Absent- Patrick Novia
Library Director - Anna Shaw

Convened by Chair K. Halpin at 5:04PM

List of those present, as read by the Chair, K. Halpin

K. Halpin -- Here
S. Hannum -- Here
S. Hennessey – Here
K. Hennessy – Here
T. Hubbard – Here
A. Shaw – Here

Attendance confirmed by roll call by Trustee, S. Hennessey

Also present: J. Bourgeois

Motion Originator – K. Hennessy
Motion Description - to accept the minutes from the January board meeting
Motion Seconded – S. Hannum

Roll Call Vote-
K. Halpin - Yes
S. Hannum- Yes
S. Hennessey - Yes
K. Hennessy- Yes
T. Hubbard - Yes

Motion Results - unanimously voted via roll call to accept the minutes from the January board meeting.

Financial Statements – the library internal records and statements match the town accountants' records for the month of January.

Motion Originator- K. Hennessy

Motion Description- to accept the Library Director's report from January

Motion Seconded- S. Hannum

Roll Call Vote-

K. Halpin - Yes

S. Hannum- Yes

S. Hennessey - Yes

K. Hennessy- Yes

T. Hubbard - Yes

Motion Results – unanimously voted by roll call to accept the Library Director's report from January by Trustee, S. Hennessey

The following activities were highlighted by the Director:

- The Director attended an informative workshop presented by CWMARS about patron privacy.
- The Library staff hosted 18 programs, in person or on Zoom, that were attended by 280 patrons.
- The following inspections were performed and no problems were detected: Sprinkler Inspection, Building Inspection, and Fire Inspection.
- A window film was installed on the Palladian window for safety.
- Multiple problems with the boiler system persist as follows:
 - Boiler #1 high pressure overflow, release valve replaced
 - Boiler #2 high pressure overflow
 - Boiler backflow valve leaking
- One of the two heaters in the Central Street vestibule needs replacing, and supply chain issues are impacting receipt of the necessary parts.
- Circulation of Ebooks continues to increase.
- The Spring newsletter, detailing Library events in March, April, and May will be mailed soon.

OLD BUSINESS

- Two in person programs have resumed. Staffing challenges due to illness have impacted in person programming.
- A budget meeting with the Town Administrator is scheduled for later this month.

NEW BUSINESS

- The Director shared a draft of the Annual Report for the year ending June 30, 2021.
- The Director's Annual Review will be completed in April or May. S. Hannum will compile input provided by Trustees, Senior Library staff, and representatives from the Friends of the Beaman Library.
- The Director will attend a meeting with Holy Cross staff to discuss their prior grants to the Library. A handout of the services made possible by the grants was distributed.
- A communication to be shared with patrons regarding elimination of most fines for late materials was shared.

Trustee Reports and Communications – None

Next Meeting – March 8, 2022 at 5PM

Motion Originator – K. Hennessy

Motion Description - Adjourn Meeting at 6:26PM until the next meeting

Motion Seconded – S. Hennessey

Roll Call Vote-

K. Halpin - Yes

S. Hannum- Yes

S. Hennessey - Yes

K. Hennessy- Yes

T. Hubbard- Yes

Motion Results - unanimously voted by roll call taken by Trustee S. Hennessey to adjourn until the next meeting.

Respectfully Submitted,

Sharon Hennessey

Trustee