



Town of West Boylston
140 Worcester Street, West Boylston, Massachusetts 01583
BEAMAN MEMORIAL LIBRARY BOARD OF TRUSTEES
Meeting Minutes – May 10, 2022

Meeting Location - Stiles Room, Beaman Memorial Library

Members Present - Kate Halpin, Stephanie Hannum, Karen Hennessey (**arrived late at 5:12 PM**), Sharon Hennessey, Tammy Hubbard (**left early at 5:49 PM**), Patrick Novia

Members Absent- None

Library Director - Anna Shaw

Convened by Chair K. Halpin at 5:10PM

Motion Originator – K. Hennessey

Motion Description - to accept the minutes from the April board meeting.

Motion Seconded – S. Hennessey

Motion Results – The Board unanimously voted to approve the April Meeting minutes

Financial Statements – the library internal records and statements match with the town accountants' records; the Director answered some questions from Board Members.

Motion Originator- S. Hannum

Motion Description- to accept the Library Director's reports from April

Motion Seconded- K. Hennessey

Motion Results – unanimously voted to approve the Library Directors Report from April.

- Attended Library Trustees Meeting
- Led Staff meetings
- Planned and introduced events and programs
- Led non-fiction book discussion
- Attended FinCom Meeting
- Attended Library Legislative Day
- Met with the Town Administrator
- Attended the Friends Meeting
- Attended meeting with Local Library Directors
- Coordinated with vendors for repairs and inspections
- Hiring activities related to Library Assistant Position
- Prepared story times, craft programs for children and teens
- Prepared book discussion groups for readers of all ages
- Assisted patrons with Library technology
- Collected reference statistics for state reporting
- Prepared library materials for circulation at the elementary and middle high schools

- Hosted 41 programs for 592 participants. Highlights include: Butterfly Wreath, Teen Writing Workshop, Dog Man Party, Comic Workshop, Outreach at the Schools, Talking Trash, Grandparent Singalong, Agility Course, Earth Day, Mother Goose on the Loose, Books and Blankies.
- Attended workshops and webinars: Pronouns 101, Collection Policy and Material Challenges
- Elevator- \$3500 repair may be needed, because of new state code interpretations.
- Boiler inspection- because of a valve issue the boilers failed the last inspection.
- \$990 has been given by the Hyde Family Fund for the Hyde Reading Room.

OLD BUSINESS

- Library services – business as usual, covid protocols are still in place.
- Budget – no changes, the budget will be voted on at the May 16th Town Meeting
- Building – the Director will be attending a meeting with FISP to discuss the Library's 10 year capital projections. The biggest item will be the cost of replacing the boilers and the chiller to a more environmentally friendly and cost-effective system.

NEW BUSINESS

- May Town Meeting (May 16th 2022) – the Director prepared a statement that Sue Smith will be reading on her behalf.
- Friends Tech. Funding – the friends of the library has asked the director to think of a list for possible gifts for them to pay for. Some possibilities are a new microwave for the staff room, new Hot Spots for patron use, or an upgrade for the library website.
- Karen from the Children's Room is retiring and the Trustees will be joining the staff by giving a gift and a card

Motion Originator – S. Hennessey

Motion Description - Adjourn Meeting at 6:36 PM until the next meeting on June 14th 2022

Motion Seconded – S. Hannum

Motion Results - unanimously voted to adjourn until the next meeting.

Respectfully Submitted,

Patrick J. Novia

Clerk of the Board