



Town of West Boylston
140 Worcester Street, West Boylston, Massachusetts 01583
BEAMAN MEMORIAL LIBRARY BOARD OF TRUSTEES
Meeting Minutes – August 22, 2023

Meeting Location – Zoom Meeting

Members Present – Kate Halpin, Sharon Hennessey, Karen Hennessey and Tammy Hubbard

Members Absent – Stephanie Hannum and Patrick Novia

Director - Anna Shaw

Assistant Director – Lauren Espe

Also, present- Mary Ellen Cocks

Convened by Chair K. Halpin at 7:19 PM

Attendance

K. Halpin

S. Hennessey

K. Hennessey

T. Hubbard

A. Shaw

L. Espe

M.E. Cocks

Motion Originator – K. Hennessey

Motion Description - to accept the minutes from the June Meeting.

Motion Seconded – S. Hennessey

Motion Results – The Board unanimously voted to approve the June Meeting minutes as corrected.

Roll Call Vote

K. Halpin- Yes

S. Hennessey – Yes

K. Hennessey – Yes

T. Hubbard- Yes

Motion Originator – K. Hennessey

Motion Description - to accept the minutes from the July Meeting.

Motion Seconded – K. Halpin

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

Roll Call Vote

K. Halpin- Yes
S. Hennessey – Yes
K. Hennessy – Yes
T. Hubbard- Yes

Financial Statements – The library internal records and statements from June match with the town accountants' records.

Motion Originator- S. Hennessey

Motion Description- to accept the Library Director's reports for June and July.

Motion Seconded- K. Hennessy

Motion Results – The Board unanimously voted to approve the Library Director's Reports for June and July.

Roll Call Vote

K. Halpin- Yes
S. Hennessey – Yes
K. Hennessy – Yes
T. Hubbard- Yes

The Director's Reports

Highlights include:

- Town Staff Development Day: Jerry Posner Cooling Hostility was very valuable.
- Yearly statistics are strong. There were 7,500 more visits in FY23 than in FY22. Total circulation increased by 4,500 items in FY23.
- The natural gas water heater was replaced.
- Arrangements were made for purchase of the Murdoch globe.
- Library staff received training in LibraryH3lpChat reference services.
- Our e-newsletter had 1,408 successful deliveries and a 49.1% open rate.

OLD BUSINESS

- Library services – no news.
- Director's Search – Screening Committee has three Trustee members and one community member. Timeline established and future meetings of Screening Committee scheduled. Four applications received so far.

NEW BUSINESS

- Annual Report – new due date to align with end of fiscal year. Number of visitors, total materials, total circulation, computer sessions, Wi-Fi sessions, program participation, and volunteer hours all increased in FY23 over FY22.
- Capital Improvements – new due date to align with end of fiscal year. No changes from FY23 requests.

Motion Originator – S. Hennessey

Motion Description - Adjourn Meeting at 8:47 PM until the next meeting.

Motion Seconded – K. Halpin

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

Roll Call Vote

K. Halpin- Yes

S. Hennessey – Yes

K. Hennessey – Yes

T. Hubbard- Yes

Next Meeting – September 12, 2023 at 5:00 PM

Respectfully Submitted,

Sharon Hennessey, Trustee