

## East Bridgewater Library Trustees Meeting

June 15, 2021

Meeting was called to order at 7:30pm. Board members in attendance were:

Brenda Conca, Anne Marek, Cat Lea Holbrook, Jennifer Lonergan, Susan Murray, Russ Hannagan and Director, Christopher McGee.

Bills signed. A motion to accept the scribes report for May 18th was made by Russ Hannagan and seconded by Brenda Conca. A motion to accept scribes report for the special meeting held June 1<sup>st</sup> was made by Russ Hannagan and seconded by Brenda Conca.

### Motions passed

### Director's report-

- May had slightly fewer patrons visit than April but anticipate an upward change since the Children's Room has re-opened. Digital circulation was a little less so Hoopla costs were slightly down.
- Facilities: The Library has been restored to full operating hours. Returned materials are not quarantined any longer. Games etc. are now being circulated. Museum passes are a popular item. The meeting room is being cleaned up and will be open soon and the library seating will be restored.
- Staffing: The new YA Librarian, Angie Howes, started on June 3<sup>rd</sup>. All the new staff is settling in well. Angie, Jen and Anne are preparing for the summer reading program.
- Programs: Outdoor story time started June 9<sup>th</sup>. An outdoor scavenger hunt is also being planned for June. "Take It and Make It" kits are available for all ages.
- The Coalition for Change (CCC) donated \$100.00 to purchase books with a multicultural theme. Thank you for your support. It is appreciated by our library patrons.
- Motion to accept the Director's report was made by Russ Hannagan and seconded by Brenda Conca.

### Motion passed

### Friend's Report-

The Friends currently have a bank balance of \$3,500. They received a \$400 donation from the Kiwanis Club of East Bridgewater. The Friend's will be using some of their funds to purchase a number of museum passes. They discussed having another "Dining Out" fundraiser at the 99 Restaurant but found that was not an option. They will check with other restaurants. The next book sale is scheduled for October 14, 2021. In the meantime, a selection of the sale books will be relocated to the 2<sup>nd</sup> floor.

## **New Business-**

The Director, Christopher McGee forwarded a request to reimburse Jennifer Finn \$200.00 for the successful completion of a course taken on May 2, 2021.

Motion to reimburse Jennifer Finn for the course completed on May 2, 2021 was made by Brenda Conca and seconded by Susan Murray.

### **Motion passed**

Christopher McGee presented a review of the budget for the end of FY21. Some adjustment needed to be made to certain line items but the final total ended with a 9K surplus from the Town Appropriation for Personal Services. Overall, the budget was on target. Some of the surplus was due to staff changes.

There was a discussion of a review for a Salary Grade for Head of Children's Services. The Director compiled data comparing the grade and salary for Children's Librarians in our area. Comparable positions were at a different grade and salary.

Motion was made to change Anne Vantran, Assistant Director of Children's Services grade to Senior Librarian to be in line with comparable libraries was made by Brenda Conca and seconded by Russ Hannagan.

### **Motion passed**

Motion to bring Anne Vantran in at Step 3 of the Senior Librarian pay scale was made by Jennifer Lonergan and seconded by Brenda Conca.

### **Motion passed**

The Federal and State governments have decided Juneteenth will become a holiday. It will be celebrated on June 19<sup>th</sup> and the Town will treat it as a full holiday.

Motion to close the Library on Saturday, June 19, 2021 and approve a floating holiday for staff who work on Friday, June 18, 2021 was made by Brenda Conca and seconded by Russ Hannagan.

### **Motion passed**

The Library Board of Trustees agreed to change the next meeting date to Tuesday, July 6<sup>th</sup> at 7:00pm.

Meeting adjourned 8:33pm.

Anne Marek, Trustee

**Next meeting July 6, 2021, at 7:00pm.**