

East Bridgewater Library Trustees Meeting

August 8, 2023

Meeting was called to order at 7:00. Board members in attendance were: Director Jessica Henderson, Leah Herrmann, Anne Marek, Jennifer Lonergan, Kelsey Holbrook, Victoria Panora, and JoAnn Landry.

Bills signed

Anne M. made a motion to accept the Scribe's Report. Victoria P. seconded.

Motion passed

Director's Report

- Capital Request:
 - **Heating**

Victoria P. makes a motion for a capital request to fix the heat in the library. Kelsey H. seconded.

Motion passed

- Capital Request:
 - **Windows**

Kelsey H. makes a motion for a capital request to replace the windows in the library, while protecting our lead glass windows where possible. Anne M. seconded.

Motion passed

- Capital Request
 - **Converting unlocked closet into a bathroom**

Jennifer L makes a motion for a capital request to convert the unlocked closet into a bathroom. Kelsey H. seconded.

Motion passed

Kelsey H. made a motion to accept the Director's Report, JoAnn L. seconded.

Motion passed

Old Business

- Discussion on clearing out the Trustee meeting room
- The Trustees are in agreement that historical item should be stored elsewhere, in a safer manner.
- The evaluation survey and discussion with staff
- A form is now needed for Assistant Director
- The Trustees will have an evaluation form for the staff regarding the Director
- Community meeting room
 - A form for reserving the room was discussed.

- Trustees are volunteering to monitor the library for a staff member's wedding on Friday, September 8.
- A vote is needed for the FY24 operational budget.

Victoria P. makes a motion to accept the FY24 operational budget. Leah H seconded.

Motion passed

New Business

- The Trustees will meet in Executive Session for the Director's evaluation and contract on Monday, September 11 at 7 PM.

Friends Report

- The Friends will meet again in September.

Meeting adjourned 8:37

Jennifer Lonergan, Trustee

Next meeting September 19, 2023