

## **BOARD OF TRUSTEES OF THE BERKLEY LIBRARY MINUTES**

**January 9, 2024**

The meeting was called to order at 7:06 p.m. In attendance were Chairperson Carla Ross-Lyman, Trustee Paula Dugan, Trustee Megan Silva, and Library Director Carol Buote. The next meeting was set for Tuesday, February 13, 2024.

### **SECRETARY'S REPORT**

The Meeting Minutes of November 21, 2023 was approved. Paula Dugan motioned, Megan Silva seconded. All voted in favor.

VOTE:        Carla Ross-Lyman    AYE  
                 Paula Dugan            AYE  
                 Megan Silva          AYE

### **CHILDREN'S LIBRARIAN REPORT**

Erica Grady submitted a report from November 21 to January 9. They have been busy this holiday season with the following programs and events:

6 StoryTimes with 27 attendees total who enjoyed stories, simple crafts and games during each program;

6 VolunTEENS programs with 31 participants. This group continues to grow in numbers. The participants thoroughly enjoy this program;

1 LEGO Night with 18 participants;

2 Pokemon Club with 36 attendees. This program is popular and continues to grow in numbers;

1 PACE Play & Learn. They met Clara who is the new leader of this play group, and she is lovely. They look forward to monthly play groups with her.

The Lights On celebration was fun and well attended with roughly 200 visitors. Their cookies and giveaways were enjoyed by all.

The Winter Reading Program will run January through February 23. Each hour of reading logged earns 1 raffle ticket. Paper logs are available and online to be printed from home. Three raffle prizes have been purchased with Friends funding.

A newsletter went out December and January 1 reaching 113 people, and marketing continues to be created across the board.

### **DIRECTOR'S REPORT**

For the December 7 book club meeting, 8 attendees met to discuss *Jingle All The Way* by Debbie Macomber, and for their January 4 meeting, 7 participants discussed *Hamnet* by Maggie O'Farrell. They selected *Shutter Island* by Dennis Lehane for their February meeting.

The Not Just Knitting groups met in November with 13 attendees and in December with 15 participants.

The Podcast and Craft group met on December 20 with 1 attendee.

Virtual Trivia also met on December 16 with 19 attendees.

Their current book displays are: "Do you want to build a snowman?" and "New Year New Hobby".

The library staff has partnered with the Massachusetts Center for the Book for a 2024 reading challenge, which goes all year with a book challenge each month. See [www.massbook.org/readingchallenge](http://www.massbook.org/readingchallenge).

Amy Mursko is running the Adult Winter Reading program. She is asking participants to do the January Center for the Book challenge, and she will enter them into a raffle.

The library received a donation from Bristol Wealth Group of \$4,000 for ebook/eaudio purchases and juvenile history purchases. Erica Grady and Carol Buote have begun ordering.

They added a fourth hotspot for patron checkout. The hotspots have increased in popularity.

Carol Buote attended a Construction grant meeting and a SAILS meeting.

For budgets, Carol Buote did FY24 budget progress analysis. Their building/grounds and office supplies accounts are low. She is also working on the FY25 budget, which the Board will review.

Carol Buote submitted a FY25 Action Plan on December 11. They need to be current on their Strategic Plan for eligibility for the Construction grant, and will need to work on and submit a new Strategic Plan this fall. She will put together a committee for the summer.

They closed early (6 p.m.) on Wednesday, November 22. For the Christmas Eve holiday, they closed on Saturday, December 23. They were “curbside only service” on Saturday, December 30 due to staff illness.

### **UNFINISHED BUSINESS**

The Board tabled work on the Material Selection Policy for a future meeting

### **NEW BUSINESS**

Carol Buote presented her preliminary budget for FY24-25

After the next regular meeting, the Board will conduct a Director Review in executive session

### **NEW LIBRARY/BUILDING PROJECT**

The Board will meet with Patricia Basler, the consultant for the library building projects, on January 10, 2024

### **CORRESPONDENCE**

A note was received from the Celebrations Committee thanking the Library staff for taking part in Lights On, held on December 3

## **ADJOURN**

Megan Silva made a motion to adjourn at 8:15 p.m., and Paula Dugan seconded.

All voted in favor.

VOTE:        Carla Ross-Lyman

              Megan Silva

              Paula Dugan

Respectfully submitted,

Linda Andrade Rodrigues