

BOARD OF TRUSTEES OF THE BERKLEY LIBRARY MNUTES

February 20, 2024

The meeting was called to order at 7:15 p.m. In attendance were Chairperson Carla Ross-Lyman, Trustee Paula Dugan, Trustee Megan Silva via Zoom, Library Director Carol Buote, and Secretary Linda Andrade Rodrigues. The next meeting was set for Tuesday, March 12, 2024.

SECRETARY'S REPORT

The Meeting Minutes of January 9, 2024 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 January 9 to February 20. They have been busy this month with the following programs and events:

2 Storytimes with 8 attendees total who enjoyed stories, simple crafts and games during each program;

2 VolunTEENS programs with 16 participants. This group continues to grow and thoroughly enjoy the program;

1 LEGO Night with 13 participants;

1 Craft Night with 8 participants. VolunTEENS also assist with craft nights;

1 Pokemon Club with 17 attendees. This program continues to be popular;

1 PACE Play & Learn with 6 participants. Miss Idalina visited, and they had fun with crafts;

The Winter Reading Program will end February 23. Raffles will be drawn Tuesday, February 27;

They partnered with FREE trees for kids with Neighborhood Forest, a non-profit that will send them free saplings for all who register. They hope to have them delivered on an Earth Day event on April 20.

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

DIRECTOR'S REPORT

For the February 1 book club meeting, 4 attendees met to discuss *Shutter Island* by Dennis Lehane. They selected *Run Rose Run* by Dolly Parton and James Patterson for their March meeting. The March book has a color in the title and can be used for the Mass Center for the Book reading challenge as well.

The Adult Winter Reading for January and February had 11 attendees. Amy Mursko ran the program and asked participants to do the Mass Center for the Book challenge. The program ended on February 16 with 11 participants, and the raffle winner was picked.

The adult book displays this month were "Blind Date with a Book" and "Black History Month". Amy McNamara ran the Blind Date event, and there were 11 participants.

The Knot Just Knitting met in January with 16 participants.

The Podcast and Craft group met on January 17 with 1 attendee.

Virtual Trivia also met on January 20 with 22 attendees.

Carol Buote attended 2 Construction Grant meetings and had some phone meetings with the consultant. She also attended a Town Department Head meeting, 2 SAILS meetings and a Strategic Plan Workshop.

In addition, Carol Buote created a 2023 Year in Review post and flyer to highlight their library statistics for the year. She has created some flyers, bookmarks and a presentation for the Construction Grant process and forums.

Carole Buote also did a Valentine's survey to capture some data for their Strategic Plan and Construction Grant.

The library closed on February 13 for a snow day.

FRIENDS' REPORT

In an effort to increase the Friends' membership, they will host a Mocktail Party on March 2 from 12 noon to 2 p.m.

UNFINISHED BUSINESS

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

NEW BUSINESS

Carol Buote presented her budget for FY25 and distributed a final draft for the Board's review.

Paula Dugan motioned to accept the budget of \$125,884, which does not include the contract for the Director's salary. Megan Silva seconded. All voted in favor.

VOTE: Carla Ross-Lyman AYE

 Paula Dugan AYE

 Megan Silva AYE

NEW LIBRARY/BUILDING PROJECT

The Board discussed the Library's financial contribution toward planning and design.

Paula Dugan motioned to make a \$30,000 contribution from their State Aid, Megan Silva seconded. All voted in favor.

VOTE: Carla Ross-Lyman AYE

 Paula Dugan AYE

 Megan Silva AYE

Moving forward on the application for the Construction Grant, the Board announced the scheduling of two Library Forums open to the public at Berkley Middle School on February 27 from 6 p.m. to 8 p.m. and at the Council on Aging Room at Town Hall on March 23 from 10 a.m. to 12 noon.

CORRESPONDENCE

An invitation was received to the Legislative Breakfast at the Westport Library on Old County Road to be held on March 1 at 7:30 a.m.

ADJOURN

Paula Dugan made a motion at 8 p.m. to adjourn to Executive Session, not to return to regular session, for the purpose of contract negotiations with the Director. Megan Silva seconded. All voted in favor.

VOTE: Carla Ross-Lyman AYE

 Megan Silva AYE

 Paula Dugan AYE

Respectfully submitted,

Linda Andrade Rodrigues