

BOARD OF TRUSTEES OF THE BERKLEY PUBLIC LIBRARY MINUTES

February 13, 2023

The meeting was called to order at 7 p.m. In attendance were Chairperson Carla Ross-Lyman, Trustee Megan Silva, Trustee Paula Dugan, Library Director Carol Buote, Friends of the Library President Danielle Nicolet and Secretary Linda Andrade Rodrigues. The next meeting date was set for Tuesday, March 14, 2023.

SECRETARY'S REPORT

The Meeting Minutes of January 10, 2023 was read and approved as amended. Megan Silva motioned, Paula Dugan seconded. All voted in favor.

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

CHILDREN'S LIBRARIAN'S REPORT

Erica Grady submitted a report from January 10, 2023 through February 13, 2023: There were approximately 264 visitors to the Children's Room this month. Five Story Times were held with 49 attendees. They read stories about dragons, created egg-carton dragons and built things with their imaginations, as well as made paper pizza with a variety of toppings. Nine VolunTEENS contributed a total of 74 community service hours this month and kept busy with a variety of library tasks, mentoring and building friendships. Two new volunteers joined for a total of 24. The program is gaining so much popularity that it is growing too big for the space in the library. Consequently, Tuesdays are too crowded; and they do not want to turn anyone away. Carol Buote suggested that they could invite teens to research and write in with book reviews and recommendations. A Children's Room newsletter went out February 1 reaching 89 people. Marketing continues to be created across all social media platforms, the library's website, the town's website and print materials placed throughout the library. They held 2 PACE New Bedford Play & Learn programs this period with 31 attendees. Erica Grady enjoys

working with Tammy from PACE, an excellent resource for our community. They also held 2 LEGO Night programs with 27 attendees. Their Youth Craft Night had 16 in attendance, and they are developing their bracelet-making skills, duct tape art and more. The Pokemon Trading Card Club had 24 attendees who traded cards and played Pokemon Bingo. They also held a 3D printing class with 6 attendees and are developing their 3D printing skills and marketing this service to their patrons. Winter Reading Bingo has ended. They had 45 participants with Beanstack. Thanks to the Bristol Wealth Group they have added many new books into the collection which has proven popular as their circulation is up this month.

DIRECTOR'S REPORT

The Book Club met on February 2 with 7 attendees and discussed *The Bone Garden* by Tess Gerritsen. For the March meeting, they will read *Where'd You Go, Bernadette* by Maria Semple. The Knot Just Knitting Group met on January 11 with 5 attendees, on January 19 with 3 attendees and on February 8 with 4 attendees. On January 21 Virtual Trivia had 30 attendees. Winter Reading for adults has ended. They have a "Blind Date with a Book" program ongoing. Amy McNamara, with some help with Amy Mursko, put this together. The staff microwave was replaced this month. The old one, which was over 20 years old, quit working. They also purchased an electric kettle. Carol Buote attended the SAILS Membership meeting on January 18, an Ingram meeting on January 19, and a SAILS Legislative Breakfast on January 20. She also attended Town Hall Department meetings on January 26 and February 1 and created a presentation for the new town administrator. In addition, she attended the Town MIIA meeting on February 7, and one item that they reviewed was the MIIA Schedule of Locations that shows the town properties and how much they are insured for. For the library, the building is insured for \$381,828, and the personal property in the building at \$553, 061. It was noted that the library, as well as other town buildings and personal property, are undervalued, and that this should be addressed. She also attended a Construction Grant informational meeting on February 9. According to an update by the Town Accountant, a cover sheet will be needed for all employee reimbursements and signed by two Trustees; and bills are now due

weekly on Thursdays. Carol Buote also created a presentation for the FY24 budget.

FRIENDS' REPORT

Danielle Nicolet presented the Friends of the Library Report. The Friends just finished their post-holiday board raffle with a lot of last-minute entries. The winner took the \$54 prize. The Friends are currently working on all their amazing programs and fundraisers. They meet on the third Monday of each month at the library at 7 p.m. They are always in need of fresh ideas and helpers at their events. All are welcome.

OLD BUSINESS

Carol Buote presented the 2022 Library Year in Review: 21,391 items were checked out; there are 1,621 registered Berkley patrons; shelves hold 17,887 books, 902 audio books, and 2,407 videos; and they hosted 46 adult programs with 401 attendees and 132 children's programs with 1,525 attendees.

The FY2024 Operating Budget requesting \$158,543 was presented by Carol Buote. This amount was accepted, however, an additional amount will be added for conferences.

Paula Dugan made a motion to accept the budget and Megan Silva seconded. All voted in favor.

VOTE: Carla Ross-Lyman AYE

 Megan Silva AYE

 Paula Dugan AYE

NEW BUSINESS

Library Trustee Chairperson Carla Ross-Lyman opened a discussion, praising the amazing job performance of Carol Buote as Library Director.

Megan Silva made a motion to increase the Library Director's salary by 2 percent and Paula Dugan seconded. All voted in favor.

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

BUILDING PROJECT UPDATE

The first step is the submission of a Letter of Intent by April 2023. Carla Ross-Lyman encouraged the Board of Trustees to attend the March Selectmen's Meeting to set up a Building Committee. Paula Dugan proposed a public relations campaign as the next step.

PUBLIC INPUT

None

CORRESPONDENCE

None

ADJOURN

Megan Silva made a motion to adjourn at 9 p.m. and Paula Dugan seconded. All voted in favor.

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

Respectfully submitted,

Linda Andrade Rodrigues