

BOARD OF TRUSTEES OF THE BERKLEY LIBRARY MINUTES

June 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 via Zoom, Library Director Carol Buote, Friends of the Library President Danielle Nicolet and Secretary Linda Andrade Rodrigues. The next meeting date was set for Tuesday, July 11, 2023.

SECRETARY'S REPORT

The Meeting Minutes of May 9, 2023 was read, amended and approved. Megan Silva motioned, Paula Dugan seconded. All voted in favor.

VOTE: Carla Ross-Lyman AYE

 Megan Silva AYE

 Paula Dugan AYE

CHILDREN'S LIBRARIAN REPORT

Erica Grady submitted a report from May 9, 2023 to June 13, 2023. There were approximately 271 visitors to the Children's Room this period, and they held the following programs and events:

5 Story Times with 30 attendees who read books and created crafts about turtles, the forest, paper planes, flowers and bugs;

5 VolunTEENS programs with 32 attendees who have been busy shelving books, prepping crafts and prepping for summer reading, creating friendships, mentoring and assisting with younger patrons;

2 Writing Circles with 18 attendees worked on writing exercises and shared their work – a positive experience so far for all involved;

1 Author visit with 8 attendees featuring Scott Childress, local author of *Ronnie Willow and Silver Mask*, who visited the Writing Circle and was impressed by the aspiring writers and signed the library copy of his book;

1 PACE Play and Learn with 11 attendees which will break for the summer months and resume for September;

1 Craft Night with 11 attendees;

1 Lego Night with 8 attendees;

1 Pokemon Club with 16 attendees, which is popular and fun;

2 Dighton Rock Story hours with 5 attendees, a program that has been lightly attended;

And finally, 1 3-D Printing class with 3 attendees who learned a lot despite an issue with the printing material which may have to be replaced.

A newsletter went out June 1 reaching 104 people, and marketing continues to be created across the board. The guessing jar was popular this month with 35 guesses and one happy winner of 56 small toy animals. The June jar holds Starburst for guessing.

Summer reading starts June 24 and runs through August 5. They have received donations for raffle prizes from Somerset Creamery, TreeTop Adventures and Picture Show. They have also received donations from patrons, and Erica Grady has purchased raffle items and summer reading prizes with Friends of the Library donations.

The SAILS network statistics show 1,037 juvenile and 74 young adult items circulated in the month of May.

DIRECTOR'S REPORT

The Book Club met on June 1 with 8 attendees and read *Love and Other Consolation Prizes* by Jamie Ford, and for the July meeting, they selected a hopefully easy summer read, *Night Shift* by Robin Cook. The Not Just Knitting

groups met in May with 15 attendees. Virtual Trivia was held on May 20 with 17 attendees. Amy McNamara taught a second Crochet for Beginners class on May 24 with 8 attendees, and it was well attended. She will next teach an intermediate class. Danielle Nicolet taught a Cricut Introduction class on May 25 with 8 attendees, and it was also well attended. She is planning to do a second class on June 22. Carol Buote attended a Town Department Head Meeting on May 11, a SAILS Board Meeting on May 17, an Affective Strategies to Improve Teamwork webinar on May 15, and ARIS Report training on June 13. All staff and Carol Buote had interviews with the Collins Center to discuss their position questionnaires, which is part of the salary review process. On May 18 the library's new public PC was installed. They used state aid money to pay for it. The new PC is so much faster than the old clunker! For the Construction Grant, Carol Buote worked on a presentation for Town Meeting. She also attended an Application Workshop and an Amplifund training session. For their current budget Carol Buote spent some time reconciling the town accounts for her ledger. The Town Accountant fixed a couple of minor problems. As the end of the fiscal year approaches, they are running out of money in all of their accounts. She had to move some funds from one account to another and also used \$800 of their state aid money to make it until July 1. For the FY24 budget, \$158,950 was approved at Town Meeting. This is \$57 more than requested, thanks to the Finance Committee and Selectmen. She said that it will be interesting to get a copy of the approved budget to see where the extra is. The Berkley scouts and Carol Buote used the library this month for Board of Reviews. Erica Grady has a PACE committee that she wants to meet with at the library in September. The staff thanks the Friends of the Library for putting up their tent for summer programs.

FRIENDS' REPORT

The Friends of the Library had another really busy month. Since their last meeting, their volunteers cleaned some of the building's attic, held their fundraiser with Doughlicious on May 16, created a PayPal Donate button which is up on the Friends' portion of the library website, received approval of their Common Use Form by the Selectmen for Touch A Truck and started contacting them to come to the event. Touch A Truck will be held on Saturday, July 15 or in case of rain on July

29. Unfortunately, the MFOL Spring Conference was cancelled, and they will meet in the fall. They are also collecting cans and bottles for the month of June at the transfer station. Those who want to donate but do not have a transfer station pass should contact the Friends on Facebook.

NEW BUSINESS

Beginning at the July meeting, the Board of Trustees will discuss and update the current Use of Library Facilities Policy, which was approved in 2019. Regarding annual reviews for the Library Director and other staff, Carla Ross-Lyman proposed setting up reviews in January conducted in executive session.

BUILDING PROJECT UPDATE

Megan Silva noted that the building project presentation at Town Meeting went very well and that the Board received positive feedback. Carla Ross-Lyman added that the townspeople were respectful and engaged. Danielle Nicolet concurred and said that she also had the opportunity to speak with residents while counting cans and bottles at the transfer station. Carol Buote stated that the next step will be to appoint a Building Committee.

ADJOURN

Megan Silva made a motion to adjourn at 8:10 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