

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

**September 12, 2023**

The meeting was called to order at 7 p.m. In attendance were Chairperson Carla Ross-Lyman, Trustee Paula Dugan, Trustee Megan Silva, Library Director Carol Buote, Friends of the Library President Danielle Nicolet and Secretary Linda Andrade Rodrigues. The next meeting was set for Tuesday, October 10, 2023.

### **SECRETARY'S REPORT**

The Meeting Minutes of August 8 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 August 8, 2023 to September 12, 2023. There were approximately 230 visitors. They have also held the following programs and events:

1 Pokemon event with 7 attendees. She suspects it was lightly attended as it was a holiday weekend;

2 Dighton Rock Story Hour programs with 16 total in attendance;

1 Story Hour with 9 attendees, including 2 new families. They read a story, create a simple craft and play a game;

3 VolunTEENS' programs with 22 attendees. The TEENS visit on Tuesdays and help with a variety of tasks. They are planning the Spooky Pumpkin Walk again this year on Friday, October 27;

1 Craft Night with 22 attendees who created beautiful painted rocks. This program continues to be popular, and they are meeting new families at each event;

1 Writing Circle with 4 participants. Jess leads this engaged group in writing prompts and sharing their work. They are working on a project that will invite patrons to help an interactive story evolve.

A newsletter went out September 1 reaching 106 people, and marketing continues to be created across the board.

The guessing jar winner was happy this month with 102 Hershey kisses! Smarties fill the jar for September.

The summer reading program had 116 participants. They collected 742 rewards with 30 happy raffle winners.

Erica Grady will be submitting Berkley Cultural Grants in October for next summer's programming. She selected Vinny the bubble guy for a large outdoor bubble program and summer reading kickoff, Ed the Wizard with a balloon twisting workshop, and Matt Gabriel with Animal World Experience.

The SAILS network statistics show that August had 1,018 juvenile materials and 110 young adult materials borrowed.

### **DIRECTOR'S REPORT**

For the September 7 Book Club meeting, 6 attendees met to discuss *The Second Mrs. Astor* by Shana Abe. They selected a serial novel called *No Rest for the Dead* with numerous authors for their October meeting.

On August 9 the library offered a Hemp Wellness program with 2 attendees. The Not Just Knitting groups met in August with 13 attendees.

Their trivia program is coming back from its summer break on September 16 at 8 p.m.

The current adult book displays are about “Books with Movie or Television Adaptations” and “Travel Books.”

Amy McNamara is working with BMS on a library card sign-up program. She plans to contact BCS to determine if they want to do a card sign-up too.

For meetings and trainings, Carole Buote attended a Canva class on August 9, a SAILS Membership meeting as well as the Selectmen’s meeting on August 16, and a State Aid financial report workshop on August 23.

For FY24, the clerical union contract has been approved, and the library staff is getting raises and retro pay. Their circulation position has been moved to a grade 7. This is nice progress on salary equity.

Carol Buote replaced their black-and-white copier that broke in the spring. They can encourage all black-and-white copying to be done on this printer/copier because it is more cost effective.

For the Construction Grant, Carol Buote purchased two reference planning guide books. She also has a list of books that she can present to the committee.

They were “curbside services only” from 5:30 p.m. to 8 p.m. on August 30 due to a staff shortage.

Their basement storage room flooded a bit during one of the heavy rains. Erica Grady had to fix a downspout.

For the yearly Financial Report for state aid, Carol Buote finished filling it out and will review it. With staff vacations and holidays, she also has had to spend time on desk duty.

## **FRIENDS’ REPORT**

The Friends finished collecting cans and bottles at the transfer station for the month of August, and they are preparing to do it again for the month of October.

They will be participating in the COA Vendor Fair on September 16, offering books and Friends merchandise, such as mugs, bags, and notecards. They will also be

doing a raffle and selling some gorgeous handmade items from the library's Knot Just Knitting group.

In addition, the Friends will host a cocktail tasting at Bristol County Wine and Spirits on September 17 from 4 to 6 p.m. Tickets are \$30.

Finally, they have a resolution to their Venmo issues and are an officially registered charity on Venmo, PayPal and Facebook.

The Friends are also actively looking for new members to help them with events and fundraisers to benefit the library. Their group is aging, and they need some fresh ideas to change things up as well as some extra hands to allow them to do more.

### **UNFINISHED BUSINESS**

The Material and Selection Policy was read and will be updated at the next meeting.

### **NEW BUSINESS**

Carol Buote discussed with the Board the 2024 Massachusetts Financial Report.

### **LIBRARY BUILDING PROJECT**

Megan Silva will contact the 11 prospective Building Committee members via Google Forms to set up their first meeting.

### **PUBLIC INPUT**

### **CORRESPONDENCE**

### **ADJOURN**

Paula Dugan made a motion to adjourn at 8:05 p.m., and Megan Silva seconded. All voted in favor.

VOTE:           Carla Ross-Lyman   AYE  
                  Paula Dugan            AYE

Megan Silva      AYE

Respectfully submitted,

Linda Andrade Rodrigues