

MINUTES OF THE JUNE 10 2025 LIBRARY TRUSTEES MEETING

Present: Paul Sullivan, Jeanne Palleiko, Todd Mailly, Lynne Tuohy; Sharon Stockel absent. Lynne took minutes in Sharon's absence. Staff: Director Lea McBain and assistant director Pauline Shadowens

The meeting was called to order at 5:01 pm. Minutes of the May 13 meeting were approved unanimously (Jeanne moved; Todd seconded.)

Library Director's Report: Lea says digital borrowing continues to rise, and there was discussion of possibly capping use. She said Hoopla was originally funded by a grant during Covid and "patrons really took to this, but it is expensive." Price to the library is \$.99 to 3.99 per download. Todd noted that digital is the future. Lea reports that Hoopla has had 840 downloads YTD.

Treasurer's Report: Jeanne said we are under-budget overall, but electric costs have soared to \$9,076 YTD. Motion by Paul, seconded by Todd, to accept \$1,413.70 in unanticipated income passed unanimously.

Foundation Report: Jeanne says all but one pledge for the library expansion have been collected and she's not concerned about that one coming through. The foundation also received a \$250 donation from an anonymous source.

Friends Report: Carey Sullivan said holding the Memorial Day Weekend book sale in the program room from 9-12 was a success and that the dumb waiter was working and helped with shuttling books for set-up. She said the Friends are looking into making holiday wreathes from the pages of discontinued books.

Policies:

A concise incident report form was approved, with minor edits, for use in the event of any accidents, injuries, conflicts or other out-of-the-ordinary occurrences involving staff and patrons.

The Collection Development and Request for Reconsideration Policy was amended to emphasize the collection's goal to being a diverse and unbiased source of information. Aspects of the collection include the "Library of Things" and museum passes. The proposed amendments were approved unanimously on a motion by Jeanne, seconded by Todd.

Bulletin Board Policy: Minor revisions were approved unanimously on a motion by Jeanne, seconded by Todd. "Once you create the forum you can remove the forum, but you can't restrict by content when you create the public forum," Lea said. You can limit by time, place or manner of posting.

1787 Constitution of the United States: The board of trustees voted unanimously to use \$3,725 in funds from the Unger donation to have the Northeast Document Conservation Center of Massachusetts preserve the rare, 16-page document and have a facsimile made to display in the library.

Landscaping: Trustees discussed with Tim Gove about landscaping on the expansive new lawn facing the fire department. It was decided that the first step should involve a discussion with the selectboard and town administrator about installing an irrigation system to maximize any landscaping investment we make. Outcome pending.

The meeting was adjourned at 6:41 pm on a motion by Jeanne, seconded by Todd, and approved by all.