

**BOARD OF LIBRARY TRUSTEES
MEETING MINUTES
Community Meeting Room
10 Bird Street, Foxborough, MA 02035
Tuesday, May 9, 2023
7:00 P.M.**

Members Present: Chairman Collin Earnst, Vice Chairman Kevin Penders, Clerk Christine Igo Freeman, and Jennifer Ooi. J. Parlapano joined the meeting in person at 7:10 p.m.

Not Present: Anisul Chowdhury.

Also Present: Library Director Libby O'Neill, resident Jim DeVellis, and Friends President Janice Rosado.

Documentation:

Meeting Minutes for Approval- March 14, 2023 and April 11, 2023

Reports- Professional Librarian Reports, Director's Report, Financial Reports April 2023

FY23 Y-T-D Book and AV Breakdown

Children's Room- Use Policy

Called to Order: The meeting was called to order at 7:02 p.m. by C. Earnst.

Public Input:

Jim DeVellis came to discuss the posting at the library for the zoom program called "Dishing Out Drag" which was advertised for ages 13-18. He had many questions as follows: 1) Why this topic was not taken up with the community prior to posting? 2) What Boyden's policy is on informing the public in detail before going forward with a program like this? 3) What are the controls on who can access and join the event and how is event approved? DeVellis felt the community should be aware and there needs to be some checks and balances. Chairman C. Earnst suggested to take it up for discussion between now and June 10, 2023. DeVellis also said Boyden did not do outreach to the community like the Town of Rowley did.

Approval of Meeting Minutes:

March 14, 2023 Minutes- There was a motion by K. Penders and seconded by C. Igo Freeman to approve the March 14, 2023 meeting minutes without changes. All were in favor and the motion was approved 4-0-0. (J. Parlapano not present).

April 11- 2023 Minutes- There was a motion by J. Ooi and seconded by C. Igo Freeman to approve the April 11, 2023 meeting minutes without changes. All were in favor and the motion was approved 3-0-1. K. Penders abstained since he was not present at that meeting. (J. Parlapano not present).



Correspondence: Libby noted an in-person meeting from Rev. Bill Dudley regarding his concerns and opposition to the June 10th virtual program.

Election of Officers/Board Reorganization & Subcommittees:

C. Earnst made a motion to nominate by K. Penders for the Chair position. The motion was seconded by C. Igo Freeman. All were in favor and the motion passed 4-0-1. K. Penders abstained.

K. Penders nominated C. Igo Freeman as Vice Chair. The motion was seconded by J. Ooi. All were in favor and the motion was approved 4-0-1. C. Igo Freeman abstained.

K. Penders nominated Jen Ooi as Clerk. The motion was seconded by C. Igo Freeman. All were in favor and the motion was approved 4-0-1. J. Ooi abstained.

Subcommittees:

The Trustees discussed and agreed the subcommittees will be as follows:

Budget- The Chair serves in this capacity (K. Penders). Jen Ooi will work with the Chair and C. Igo Freeman will be the shadow.

Speaker Events- It was agreed J. Parlapiano and C. Earnst would serve.

Personnel- It was agreed the Clerk serves in this capacity.

Friends' Report:

The Friends book sale starts Thursday, May 11, 2023. The donation day was successful. Janice believes it was due to the printed book marks handed out at the circulation desk. The book mark was printed 2-sided (one side had the sale dates and the other had donation dates). The Friends will continue to use this as a method of advertising due to the increase in donations. The Friends will be on the field for Founders Day and will be hiring a horse and carriage for the parade. Janice said Emma and Jennifir are invited to ride in the carriage as the newest staff at Boyden. The Friends had their social at the library but next time they may have it outside the library (possibly at Station One). Janice thanked the library for sharing the cost of the Owl for the remote meetings.

The Trustee reps for the upcoming meetings will be as follows:

Wednesday, June 7, 2023- J. Parlapiano

Wednesday, September 6, 2023- K. Penders

Professional Staff Reports:

Libby thanked everyone who came to the YA Room ribbon cutting. Emma is coming along with her Tween Zone and Graphic Novel "Nook" area. Emma has school visits planned and will be coming to the June Trustee meeting. Emma is also working on the summer reading program and excited about her story times around town. K. Penders asked if the Trustees could get an update on adult programming too. Libby said that would be a great idea and thought she would extend the invite to the teen librarian too.

Financial Reports:

As long as we spend down everything from the operating budget to qualify for the state aid (check-out-able materials and direct technology to the public) we will only be \$7K short to qualify for state aid. Libby said she will either pull money from books made of paper or state aid to cover the shortage.

Director's Report:

Libby met the new Town Manager and also made a presentation to the BOS in April. The new TM also came to the ribbon cutting for the teen room. Boyden received the second payment of state aid funds in the amount of \$20,386.71. Libby is trying to expand the writing group. In the fall Libby suggested the Trustees meet in the Fuller Room (not Community Room) so that the Community Room will be available for larger groups.

“Dishing out Drag” (virtual program)- Libby informed the chair and vice chair prior to the meeting about questions and complaints from community members relative to this posting at Boyden. According to Libby there were five concerned citizens which included Rev. Dudley and Jim DeVellis. C. Earnst stated that we should market this virtual program the same way we do all other programs to be inclusive. K. Penders agreed. It was raised that communication could have been better as a Board member received an inquiry but did not have any knowledge of the program. Libby stated she did not email all Board members as she was concerned there could be unintentional communication back and forth and therefore did not want to violate the open meeting law. It was mentioned that it is not one of Boyden's programs but rather Boyden only posted it. K. Penders and C. Earnst felt the program meets our patrons where they want to be. Libby agreed and stated it's a way for teens to see others be their authentic self. C. Earnst felt there was no need to be apologetic of this program. K. Penders stated he would coordinate a response to J. DeVellis before the next scheduled meeting of the Trustees.

Trustee Sub-Committee Reports:

Town budget was passed last night. No line items were held.

Old Business:

Children's Room- Use Policy

K. Penders asked if there were any items of note other than to vote it. There was no discussion.

There was a motion by C. Earnst and seconded by J. Ooi to approve the Children's Room Use Policy. All were in favor and the motion was approved 5-0-0.

Founders Day:

Libby explained the Friends would like to hire the horse and carriage again for 2023 and asked the Board to support the expenditure. There was no discussion.

There was a motion by C. Earnst and seconded by C. Igo Freeman to approve the expenditure of \$1,500.00 to rent a horse and carriage for Founders day to be expended from the Beyond Books fund. All were in favor and the motion was approved 5-0-0.

J. Rosado stated that Founders Day is Saturday, June 10, 2023 and invited the Trustees, J. Huston, and E. Brelsford to ride in the carriage. J. Ooi commented she rode in the carriage last year but if there weren't any other Trustees who are available, she would also ride in it this year.

Strategic Plan- Update:

Libby stated the first meeting went well. She handed out the SOAR exercise to staff. She is hoping to get the survey out tomorrow, May 10th to the community. The second meeting is scheduled for Wednesday, May 17, 2023.



Boyden Library Phone System- Update:

Libby received the quote for the new equipment/system and it came in at \$10,500.00. IT has to upgrade the voicemails for everyone in Town and Boyden is going to pay our conversion expense and encumber some of the money in the line items of IT supplies and custodial supplies.

A motion was made by C. Earnst and seconded by C. Igo Freeman to adjourn at 8:54 p.m. All were in favor and the motion was approved 5-0-0.

Respectfully submitted,

Pamela Riccio