

Hamilton-Wenham Public Library

MINUTES from the Board of Trustees- March 14, 2024

Present: Dede Johnson, Bethany Yu, Jane Kusel, Karen Bebergal, Director Kim Butler

Absent: MJ Brown, Cara Fauci

Meeting opened: 6:45pm

Minutes for February 8, 2024: Accepted unanimously.

The meeting was delayed by fire alarm. All was well.

Budget: No major budget concerns.

Building: Computer controls for HVAC system finally fixed-working as they should be.

Kim has reached out to a few companies for prices on power washing the granite fence posts and sign posts this spring.

Personnel: Ella, the high school page gave her notice. A search will begin to fill the position.

Technology: A new color printer was installed in the Tech Services office. Also, a new computer for staff and the reference desk, and a new Public Catalog Search computer. Perhaps more computers installed this spring.

MVLC: MVLC is working to have all accounts in the Microsoft/Office 365 set up for phish resistant authentication, this process will continue over the next few months.

Other: Kim, Jane, Lindley, and Kati attended the harassment and discrimination workshop that was held on February 15th

Kim is working with Adams Ahearn Sign Company to update the Library sign on the corner of Linden and Union streets. They are recommending compressed foam instead of the wood that is there now as it may wear better over the changing seasons. Kim will ask them to provide some designs to present to the Trustees to review before any changes are made.

Kim will meet with Jane, Kim C. and Lorraine to start brainstorming ideas to revive the Community Read.

Joe Pessimato (Wenham Assistant Town Manager) will get back to Kim regarding whether or not digitizing our newspapers would qualify for CPA funding.

Six new replacement chairs have been ordered for the Children's Room.

Saturday assistant Allison is helping to plan an ASL staff training in the Fall.

Sign up is available for Minute Madness through the Beanstalk App.

New Pass! Mass Audubon Properties.

Kim and Jane have signed up for the Mass Library Association conference May 6-7 in Framingham. Good lineup of speakers slated.

Spirit Week April 8-13. Check social media for fun posts!

Kim will be leaving March 30th for PLA conference, and will be back April 6th. Jane will be available if needed.

The Friends Spring Book Sale dates are: March 22-26. (Members only March 22nd)

The library will be closed on Monday, April 15 in observance of Patriots Day.

Dede and Cara will be missed, as they leave the Board of Trustees. Thank you both for your dedication and wonderful work!

Friends Report: Karen Bebergal reported on the February 20th meeting. Membership stands at 131 with a total of \$4,935 less PayPal fees. The friends are getting ready for the Spring Book Sale (March 22- 26) Name tags will be created for everyone that volunteers. First names with the logo will be printed on them. Also, snacks will be provided by the Friends Board throughout the sale for volunteers. Six eight foot tables have been purchased. The cost is \$1030.00 plus a delivery charge. They will be ready to use for the Fall book sale. The raffle basket Fundraiser is in the stages of planning! The Friends are asking local businesses for donations.

Reports from Staff: Jessica(Adult Services) Minute Madness program is still going strong. Lots of great programs ahead!

Jane(Assistant Director) Starting in the Fall, an intern from Gordon College will be joining the Library. She is majoring in English and Social Welfare. Her goal is to become a Librarian!

Old Business: None

New Business: There were some suggestions to modify the updated Volunteer Policy that was presented. Jane Kusel will help with these modifications with Kim for the Trustees to review.

The Trustees voted to close the Library November 5, 2024 for the Federal Election Day

Meeting Ended: 7:42

Next Meeting: April 25, 2024 at 6:30