

Hamilton-Wenham Public Library

Minutes from The Board of Trustees-January 9, 2025

Present: Jane Kusel, Karen Bebergal, Bethany Yu, Denise Bisailon, Grace Meo.

Absent: MJ Brown

Minutes for December 12, 2025- accepted unanimously.

Directors Report/Financial:

Budget:

The Wenham Budget meeting was held on December 14, 2025. The meeting was a preliminary review of the FY26 budget.

Kim was scheduled to meet with Finance Director, Jeff Soulard. However, Jeff had to cancel due to a scheduling conflict. They will reschedule.

Kim is keeping a close eye on supplies moving forward.

Building:

Mike Hrdy (Facilities Manager-Wenham) installed the new counter on the meeting room doors. It will be great to have numbers on attendance coming through for the events and programs.

Personnel:

Brady, the Saturday Circulation Assistant gave his notice. His last day was December 28. The position has been filled by a retired English teacher. As of right now he will be working every other Saturday.

Technology:

Christine (Equitous) was very helpful on the day of installation for the self-check-out kiosk. More training on the kiosk software by Envisionware for some of the staff took place.

Kim hopes to hold off until the second State Aid in the Spring for new public computers.

MVLC:

MVLC is preparing for a new ILS. (Circulation Software) Could be a long process.

Kim submitted the customization requests for the mobile App to MVLC.

Other:

The new library opening at 9:30 has been going well.

Kim submitted the eligibility application for the Digitalization project to the CPC (Community Preservation Committee) to Hamilton and Wenham.

FY26 action plan was submitted to the Board of Library Commissioners.

Kim applied to Ravensburger Puzzles-they sent 50 puzzles! A puzzle race is being planned for Saturday in March. It should be a fun event!

Wenham Fire Department installed the new AED (Defibrillator) near the main entrance.

The library has been receiving copies of the new HW News. They are available for patrons to pick up and take home.

January is Friends Membership Month. Kim and Mike Hrdy hung a banner in front of the building.

Kim has been weeding out the fiction section, and Kim Claire (YA Librarian) has been working on separating the YA non-fiction from adult non-fiction. It should all be done in a couple of weeks.

The library will be closed for Dr. Martin Luther King Jr. Day.

Reports from Staff:

Wonderful winter programs in store. Including a Stress Management Workshop!

New Business:

The Trustees will re-visit the Trustees Financial Officer item.

A draft of the Program Policy was presented to the Trustees. More discussion and review will take place at the February meeting.

Friend Report:

There was no December meeting.

Meeting ended: 7:23 pm

Next meeting: February 13, 2025 at 6:30pm.

