

Hamilton-Wenham Public Library

Minutes from The Board of Trustees- February 13, 2025

Present: MJ Brown, Jane Kusel, Karen Bebergal, Bethany Yu, Grace Meo, Director: Kim Butler

Absent: Denise Bisailon

Meeting opened: 6:38pm

Minutes for January 9, 2025-accepted unanimously.

Financial/Directors Report:

Budget:

Kim met with Jeff Soulard (Wenham Finance Director) to discuss Trust Funds and Gift Accounts. The possibility of consolidating Trust Funds was addressed. This would need legal counsel. The possibility of transferring funds collected from the library (such as fees) into gift accounts was also discussed.

FY26 Capital request was sent in for all of the ductwork and both condensers to be overhauled by the fall, instead of repaving the parking lot.

Considering the Rec Center's contribution to re-lining the parking lot.

Kim and staff are keeping a close eye on spending moving forward.

Building:

Secure Lock and Alarm has completed the installation on the key fob and security camera project. The security cameras will remain shut off until an agreement is made with the union.

Personnel:

Christian Gal, the new Saturday Circulation Assistant started on February 8. Christian is a retired teacher from Essex.

Technology:

Lindley (Reference and Technology Librarian) installed two public scanners. They are proving to be easy and efficient for the patrons.

The five new public PC's just arrived. Christine (Equitous Technology) will be in next week to get them up and running!

Kim is looking into leasing a new printer as well as purchasing new software.

MVLC:

MVLC is cosponsoring a legislative breakfast in Andover on March 7.

Other:

The application for Community Preservation Act grant funding was turned down by Wenham due to eligibility issues. The committee fully supported the library. Jane Kusel suggested the possibility of drawing support from state legislators.

The library was closed on Thursday, January 23 due to a heating issue. Mike Hrdy (Wenham Facilities Manager) worked with the HVAC company. The library was able to open the following day.

The library was also closed on Thursday, February 6th due to a snowstorm.

Kim and Angelina visited the Abbott Public Library in Marblehead for a tour of their renovated library.

The Lioness of Boston by Emily Franklin:

So many wonderful events for Adult, YA, and children are all set and ready to go! Including a visit to the Isabella Stewart Gardener Museum! Beautiful programs have been printed. March 10 is set for the launch date.

Kim, Angelina, Lorraine, and Jessica gathered for a social media strategy session. One option under discussion is replacing Twitter with Bluesky.

The children's room is collecting pajamas for the PJ drive again.

Reports from Staff:

Great response and participation in the Bundle Up with Books program!

March will be a very busy month for both Adult Services and Children's Room. Including two Ukrainian Egg Workshops!

Through the month of February

There will be an Academy Awards contest. Ballots are available at the circulation desk.

The YA non-fiction will have its own section. Travel guides will be given their own section as well. This weeding and rearranging project has been very productive!

Old Business:

The Trustees voted to approve the amended Security Camera Policy.

The Trustees reviewed and discussed the Program Policy.

Kim and the Trustees will meet on Thursday, March 13, 2025 at 5pm for a Policy review workshop.

Friends Report:

Bethany reported that the chairs in the Children's room were replaced. Looking into a Bike Rack and a Bluetooth speaker

Ted Reinstein, a journalist and reporter for Chronicle, will speak at the Friends' annual meeting.

Meeting ended: 8:05

Policy Workshop: Thursday, March 13, 2025, at 5pm

Next Regular Trustees Meeting: Thursday, March 20, 2025 at 6:30