

Hamilton – Wenham Public Library

Minutes from The Board of Trustees-March 20, 2025

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

Meeting Opened: 6:32pm

Minutes for Policy Workshop-March 13, 2025, accepted unanimously.

Minutes for regular monthly Trustees meeting- February 13, 2025, accepted unanimously.

Financials/Director's Report:

Kim reported that Budget is on track. A little bit more was spent on postage.

A request for proposal is being prepared for painting of the exterior of the building. Bids are due back by April 2. There is hope that someone will be contracted soon.

The benefits of solar energy are becoming apparent. Kim will put together an end-of-year report reflecting the savings.

Building:

The new Fiber Optics Lines are up and running. This applies to the HVAC controls, hopefully this will solve the issue with the software connection.

Mike Hrdy (Wenham Facilities Manager) has reached out to a contractor to to fix the crumbling floor underneath the carpet behind the circulation desk. A quote came in at \$850.00. A date will be set soon.

Mike has installed a new back up battery for the phone system in the first floor IT closet.

Personnel:

The Security Camera Policy will be discussed by the Wenham Selectboard due to union considerations.

Kim met with Angelina, Sarah, and Lindley to discuss options for changing and upgrading Public Printing.

Five new public PCs are ready for installation, pending a software decision.

MVLC will temporarily suspend its PC ordering service to libraries from April 1 to June 30 due to the relocation of their offices. Kim is hoping to get one last order placed for a couple of staff computers before March 31.

MVLC:

MVLC Expo is scheduled for April 1 in Methuen. Kim, Jessica, and Dede have been chosen to deliver a presentation. The programming will focus on the Winter months.

Kim and Angelina are scheduled to attend the Equity 101 workshop on April 10 in Wilmington. M'balu Bangura serves as the Director of Equity and Fair Practice at Enoch Pratt Library in Baltimore. It is anticipated to be a great event!

Other:

The Community Reads has launched! Exciting events start at the end of March. Books are on display. Additionally, bookmarks and brochures will be available. The events will continue until mid-May.

The Puzzle Race was cancelled due to few registrations. Kim hopes to link it to Comic-Con, which might shift to mid-May.

Kim met with Angelina on March 13 for her six month informal review.

The library section on the new Town of Wenham website looks accurate and up to date.

The Friends book sale begins on Friday, April 11 for members. It will continue through Tuesday, March 25.

The Friends Meeting is on Friday, April 11. Ted Reinstein, New England author and journalist. He will talk about his new book.

Kim will be on vacation from March 22 to March 29.

Reports From Staff:

Adult Services offers a full schedule, including Community Read programs and a bird watching presentation.

Community Read Children's Room programs and other spring events are scheduled.

Old Business:

Trustees voted to approve The Meeting and Study Room Use Policy with minor typographical changes.

The trustees have approved the Collection Development Policy, incorporating some minor revisions.

Jane Kusel and MJ Brown met with Wenham Town Administrator Steve Polous about Kim's contract.

New Business:

Hamilton Town Meeting: Saturday, April 5, 9am.

Wenham Town Meeting: Saturday, April 5 at 1pm.

Wenham and Hamilton elections: Thursday, April 10.

Friends Report:

The February meeting included discussions on updating the website and publicity ideas for the book sale.

Informal Discussion for items not anticipated:

Beginning a discussion on methods to support local libraries. Given the current climate.

Meeting ended: 8:10pm.

Next meeting: Thursday, April 17, 2025 at 6:30pm.