

Hamilton-Wenham Public Library

Minutes from The Board of Trustees-April 17, 2025

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

Absent: Bethany Yu

Meeting opened: 6:30pm

Slate of Officers: Following review, discussion, and vote, the Board of Trustees unanimously elected the following officers, who will serve until the April 2026 meeting.

Chair: MJ Brown

Vice Chair: Jane Kusel

Secretary: Karen Bebergal

The Liaison to The Friends position is currently pending.

Minutes for the March 20, 2025 meeting, accepted unanimously.

Financials/Directors Report:

Both town meetings have approved the FY26 Budget and Capital.

FY25 Project for the painting of the library exterior bid came in at \$42,425.00, and the library was awarded \$80,000.00 for the project. Kim will ask both town Financial Committees to reallocate the remaining funds to another capital project. Most likely it will be the HVAC project.

Building:

Security cameras were approved by the Selectboard. They are up and running. Kim has posted signs in the library letting patrons know that they are in use.

The concrete floor behind the circulation desk has been repaired. The contractor used carpet remnants to replace what had to be removed during the process. The cost was \$850.00. It is now safe and looks nice.

Mike Hrdy made some adjustments to the heat for the warmer days ahead. Kim will keep a close eye on the forecast to determine the best time to turn it off for the season.

Kim signed a quote to have work done on the boiler. It will need a new starter motor and starter. Kim believes the \$6600 needed for the project should be mainly funded by the operating budget, with additional support from State Aid.

Personnel:

National Library Week took place during the week of April 7. Great posts on social media!

Technology:

The new PC's from MVLC have been received. Two will be for the circulation desk, and one is for Angelina. The other will serve as the new print server. Kim will meet with Christine Letterman (Equitous) to discuss a potential new print release company. Kim hopes to launch the new print server in June at the new company.

MVLC:

Kim, Dede McManus, and Jessica Furtado delivered a presentation on programming options at the MVLC Innovation Expo in Methuen. They received great feedback!

Kim and Angelina attended the Equity 101 Training in Wilmington. All except two libraries in the consortium were present. The speaker, M'balu Bangura, Director of Equity and Fair Practice at the Enoch Library in Baltimore, was excellent.

Other:

The Community Reads programming continues to do great! Positive feedback from patrons. Eighteen visitors for the Gardner Museum Tour.

Kim is considering strategies for managing no-shows for events following patron registration.

The library will be closed all day on Thursday, May 15 for Staff Training Day.

The Friends Annual Meeting was on Friday, April 11. Eighty-five people were in attendance. Ted Reinstein was an engaging speaker!

Kim will collaborate with staff to present the FY26 programming budget to the Friends at their May meeting.

Reports from Staff:

Adult Services have been very busy the Community Reads programming.

Sixty-five patrons attended the program with art theft investigator Anthony Amore.

Upcoming events include birdwatching and other activities. A full month of May!

Angelina added an event to the Community Reads programming. On Tuesday, April 29, there will be a screening of "Any Day Now" followed by a question-and-answer session with Director Eric Aronson.

CreativeBug has been replaced with Craft&Hobby for the craft database.

Old Business:

The Trustees discussed additional resources for the Digitalization project. Jane Kusel will explore more options.

New Business:

The Library Annual Review will be in June. Denise Bisailon will assist in selecting the evaluation form.

Kim and the Trustees will continue the discussion regarding the dissolution of IMLS.

Friends Report:

The Friends meeting was not held in April.

Meeting Ended: 7:35

Next Meeting: Thursday, May 8, 2025 at 6:30pm