



**Board of Library Trustees (BOLT)
Meeting Minutes, Tuesday May 23, 2023 6:45 p.m.**

Julie
Iatron, Chair
Ann Marie Conant, Vice Chair
Paula Flaherty, Secretary
Joseph F. DelGaudio
Mary L. Allgrove
Nataliya S. Poto

A.
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Members Present: Ann Marie Conant (AMC), Julie A. Iatron (JAI), Paula Flaherty (PF), Joseph F. DelGaudio (JFD), Mary L. Allgrove (MLA), Nataliya S. Poto (NSP)

Also Present: Kathryn M. Growney, Library Director (KMG)

Ann Marie Conant, Chair, called the meeting to order at 6:52 p.m.

Election of Officers: Trustees elected new officers for FY24. A motion was made by JFD and seconded by MLA to accept the nominations listed below and elect the following for FY24 Trustee officers. All Trustees voted in favor of the motion, 6-0-0.

- Julie A. Iatron, Chair
- Ann Marie Conant, Vice Chair
- Paula Flaherty, Secretary

Julie A. Iatron, BOLT Chair, continued with the meet's agenda.

Comments from the Public

- No comments from the public were made at this meeting.

Minutes Review

- The minutes for the April 25, 2023 BOLT meeting were reviewed. A motion was made by AMC and seconded by MLA to accept the minutes of the April 25, 2023 BOLT meeting. The motion passed 6-0-0.

Correspondence

- Correspondence from Sam Alvarez, Director of Littleton Library, for a Meet and Greet, Sept 15, 2023 at 6:30 p.m. was reviewed at this meeting.

Director's Report

- The Trustees reviewed the Director's Report for this month.
- Trustees reviewed the Dispatch from the Assistant Director.

Financial Report

- The Trustees reviewed and discussed the Director's FY23 Financial Report, 05/03/23, as well as the Town MUNIS dated 05/03/23.
- The BOLT supports allotting an additional \$3000. in State Aid as needed, for FY23 books and materials.

Circulation Report

- A Circulation Report for April 2023 was reviewed and discussed at this meeting.

Review of Bills

- The Trustees agreed at the May 19, 2022 BOLT meeting that the review of bills will be delegated to a single Trustee. JFD will take this responsibility for the foreseeable future. MLA has reviewed April and JFD reviewed May bills.

- **Election of Subcommittee Chairs:** Trustees elected new Subcommittee Chairs for FY24. A motion was made by AMC and seconded by MLA to accept the nominations listed below and elect the following for FY24 Subcommittee Chairs. All Trustees voted in favor of the motion, 6-0-0.

Finance & Budget – Ann Marie Conant

Policy – Paula Flaherty

Personnel – Mary L. Allgrove

Long Range Planning – Julie A. Iatron

Legal – Joseph F. DelGaudio

Preservation – Nataliya S. Poto

Old Business:

- **Special Collections:** Museum Textile Services has begun the restoration and reframing of the sampler.
- **FY 24 Budget Update:** The FY24 budget passed at the Tyngsborough Annual Town meeting.
- **Strategic Plan Update:** The Community Profile was shared with the Trustees. Special thanks to the Assistant Director for designing this. Goals are being drafted.
- **Children's Librarian Position:** The current search has been halted. The position will be reposted.
- **Volunteer & Staff Appreciation:** Wednesday June 14th 9 a.m.
- **Holiday Party:** Wednesday Dec 6th was decided. PF will contact Shay Rudolph. A motion was made by AMC and seconded by MLA to designate the cost of \$900. for 3 hours and 3 musicians to perform at the event. All Trustees voted in favor of the motion, 6-0-0. Other details were discussed.
- **Annual Review of Building and Facility:** A motion was made by AMC and seconded by MLA to designate up to \$4000. from the Fred Blanchard Trust Fund to be used for new chairs for the Children's room. All Trustees voted in favor of the motion, 6-0-0.
- AMC continues investigating a TPL Trust Fund investment proxy vote and will report back findings.
- KMG will prepare the Jan-Jun Quarterly Report for the next BOLT meeting.

New Business:

- **Library Director's Goals and Objectives for FY24:** This topic is part of the Trustees calendar. KMG will prepare later this year as aligned with the Strategic Plan.
- **Revise Director's Contract:** The revised contract was signed.
- **Scenarios for Intellectual Freedom Training: Question for Trustees:** A scenario was not reviewed at this meeting.

Trustees Time:

Joe thanks Mary for the review of bills and also notes a huge positive difference in the Children's Room entrance.

Ann asked about the display case in the Reading Room, Kathy has estimates of 5-6k each. Nataliya will ask a woodworker friend.

At 8:55 p.m. MLA left the meeting.
Ann wishes all a Nice Memorial Day weekend.

Next Meeting:

- The next BOLT meeting is planned for Tuesday, June 20, 2023, 6:45 p.m.

At 8:56 p.m. a motion was made by AMC and seconded by NSP to adjourn the BOLT meeting. The motion passed 5-0-0. The meeting adjourned at 8:56 p.m.

Respectfully submitted, Paula Flaherty, Secretary

If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact Colin Loiselle at 978-743-5339 or email: cloiselle@tyngsboroughma.gov. While every attempt will be made to provide reasonable accommodations, request should be made with as much advance notice as possible. Please note some requests, specifically for communication access support, may require 2 weeks notice beyond the control of the Town.