

## **Randall Library Trustees**

### **Meeting March 4, 2021 via Zoom**

Present: Maureen Busch, Marcy Eckel, Laura Reiner, Marianne Sharin, Carol Stoltz, Barbie Wolfenden

Tina McAndrew (Director)

7:06: Kathy O'Brien

Public: Kathleen Pavelchek, Maura Sieller, Jim Salvie, Tim Reed, Denise Dembkoski, Kat Copeland, Lisa Lavina, Ellen Sturgis

Documents:

Director's Report

Marcy Eckel Civility Statement

Collection Development Policy

The meeting was called to order at 7:00 p.m.

Barbie moved and Maureen seconded a motion to accept the minutes from the Feb. 4<sup>th</sup> meeting.

The voice vote was 6-0 in favor.

### **Q and A with Town Administrator, Denise Dembkoski**

Denise was asked about her experience with library renovation. She stated that she had not had any direct experience. She has toured the Library and had some recommendations for the renovation. She encouraged increasing the use of the second floor. The Town Counsel believes that there is no requirement to follow the Randall will relating to the Historical Society's use of the space. Apparently the weight issue of books on the second floor is also not an issue, but if the engineering study from the design firm believes that it is, it needs to be rectified. She sees clear issues with the first floor and questions the need to add on to the present library.

When asked if the Trustees have any input into the work of the Building Committee, Denise felt that the Trustees' vision of the renovation needs to be included in the design, but that the Building Committee would do the rest of the work. Trustees can have a hand in fund raising.

As for IT problems, Denise suggested that this was a town-wide concern that she is working on. She promised that improvements were coming!

Concerns about the pay scale for Library staff were raised. The Library loses staff as they leave for better paying opportunities. Stow needs to have a pay scale comparable to other towns. Exit interviews would provide good data about this issue. Denise hopes to hire an Assistant Town Administrator who will focus on HR concerns.

On the subject of funding for the Library, Denise advised us to make good arguments for what was needed and to not assume that we cannot get what we need. If positions need to be added, they should be worked into the budget.

She then warned the Board that the issues among Board members were serious and would take a toll on staff.

### **Chair's Report**

Laura attended two webinars with Tina about strategic planning and designing library spaces. She will distribute a Trustee Pocket Guide from the MBLC. She is working on an orientation packet for new Trustees which we will review at the April meeting. The May meeting will be held on May 13, after the Town Election on May 8. The election of new officers will take place at this meeting.

Marianne represented the Trustees at the Stow Volunteer Recruitment Meeting.

### **Director's report**

Tina has been purchasing items for the Library of Things with funds from the Second Century Fund. The One Book, One Town author is Debby Irving. Her book is *Waking Up White*. Tina has purchased 75 copies. Tina presented to the Lions Club. The draft of the MBLC grant for homebound delivery has been submitted. Denise has been encouraging about funding the Adult Services Librarian position in the FY22 budget. The Building Committee met with Kate Hogan and got news about their funding cycle through the MBLC construction program. New grants will be awarded sometime between 2024 and 2027 with 9 projects underway and 21 library projects on the waiting list. This was not encouraging news. Jonathan at Stow TV can provide live feeds of Library programs.

### **Treasurer's Report**

Since the stock market is doing so well, the Trust Fund is too. At present there is \$829,551.89 in our accounts, up \$26,000. from the beginning of the year.

### **New Business**

Civility. At the suggestion of the Chair, Marcy spoke about civility amongst Board members. She stated that Trustees are talking about her behind her back to Town officials. She spoke about the need for the group to work together for the betterment of the Library. Mediation was suggested as a way of dealing with the issue. Laura will investigate possibilities. Marcy's full statement is available in the public record.

Trustee calendar and policy review schedule. Marianne moved and Maureen seconded a motion to adopt the policies as amended. The voice vote was 7-0 in favor.

Collection Development Policy. Various changes were suggested. Tina will revise the policy for the second reading at our next meeting. In general the policy was extremely well thought out and complete.

Call for Nominations for election of officers. Carol reminded folks that for the May meeting (which Tina will lead) a slate of officers will be presented for a vote. Trustees were asked to contact Carol if they were interested in any position. Carol also announced that she will not be running for a second term.

Vision Statement. Tina would like to hold off on the Vision Statement but rather concentrate first on pinning down the Mission Statement. She asked that we send her ideas before the next meeting and she will compile them.

**Public Comments**

Ellen Sturgis praised Tina for her work. She mentioned that our Town Clerk does Ethics and Open Meeting Law seminars.

Tim was happy to hear that IT was on Denise's agenda. He pointed out that in the 2012 engineering study second floor weight issues were mentioned. He has the study and will forward it to Lisa Lavina for the Building Committee. There seems to be a difference of opinion on this issue.

Marcy moved and Marianne seconded a motion to adjourn at 8:38 p.m. All in favor.

The next meeting will be via Zoom on April 1, 2021.

Respectfully submitted,

Carol Stoltz