

## RANDALL LIBRARY TRUSTEES MEETING May 3, 2022 Randall Library

Attendees: Marcy Eckel, Maura Seiler, Morgan Hillman, Maureen Busch, Andy Riecker, Marianne Sharin (via Zoom) Also in attendance: Library Director: Tina McAndrew Public in attendance via Zoom: Tim Reed Absent: Barbie Wolfenden

Call to order 6:38 p.m.

### **1. Public Comment: None**

### **2. Review and Approve Minutes of April 5, 2022 (Barbie):**

- Morgan made a motion to approve the minutes. Maura seconded.
- Vote was unanimous.

### **3. Chair's Report (Marcy):**

- Thank you to Maryanne for your years of service on the Trustees.
- Thank you to everyone, we have built some great connections this year with each other and with the community

### **4. Treasurer's Report (Maureen):**

- Current value of the investment accounts is \$774,817.74, which is down \$48,756.45 since 4/1/2022.

### **5. Director's report (Tina):**

- There have been more kids in for programs.
- Students from kindergarten, 1st, and 2nd grades have all visited the library and have gotten library cards.
- We are excited to have 3 new volunteers who help with shelving books, etc. They have been a tremendous help.
- The final version of the presentation for Town Meeting is being completed. It is due on Monday.
- The Friends of Randall Library had the used book sale and raised about \$5000.
- Nobody signed up for the renovation presentation at the COA, so it was not held.
- The library is close to starting the doorstep program. Tina has emailed the 22 people who expressed interest in participating in the program.
- The presentation to the Historical Commission went well. They expressed interest/ concern about preserving historical materials.
- Tina is now on the board of Minuteman Network.
- Articles spotlighting accomplishments and news about libraries in the monthly MBLC newsletter are provided by the member libraries - if you want to highlight your library, you need to provide them with the article to publish.

## **6. Old Business**

- Community Communications - Library will sponsor a reception and information table Thursday, May 5, at 5 p.m. before the NASJA art show opening. Maura will be getting refreshments and setting up around 4:30
- Fundraising events - no updates. • Should we have an information table at Springfest? If yes, should it be limited to Revitalize Randall, or should it be about the library in general?
- Revitalize Randall updates: RR has started soliciting pledges. The discussion around how to show that the project has community support led them to the "Take the Pledge" initiative. People would pledge their support now, with the understanding that if the project passes at town meeting and at the polls, they will be contacted regarding pledging monetary support for the project. So far, there are 66 pledges, with a goal of at least 150 pledges by town meeting. It was noted that Stow Conservation Trust has been very successful with town support for projects because they have been able to point to pledged support. The Revitalize Randall website is up, and the mailing has gone out.
- Articles regarding the library have been published in the Stow Independent.

## **7. New Business**

- As mentioned above in the Director's Report, Tina is finalizing the renovation power point presentation for Town Meeting.
- Building committee will be meeting Wednesday, May 4.
- Building project - reaching out to neighbors: At our last meeting, we had discussed hosting a neighborhood information session at Morgan's house (since she, too, is a neighbor). When it was mentioned at the meeting of the Building Committee, the reaction was negative because the committee was concerned that it could highlight the negative impact on the neighbors (traffic, noise, etc.) ahead of the vote at Town Meeting and sour their support. This led to a discussion about getting neighborhood support and also how to keep neighbors informed as the project progresses. Tina will reach out to other directors who have been through renovation projects to learn more about how they dealt with neighbors' concerns and kept neighbors informed. Marcy shared that during Concord's project, they put fliers in neighbors' mailboxes to announce forums and to give them a heads up about upcoming work/disruptions.
- Historic portraits: topic tabled until next meeting.
- The library needs \$10,000 to replenish the checking account. This led to a general discussion about the library budget and funding from the town vs. other sources. Morgan made a motion to move \$10,000 from the investment accounts to the checking account. Marianne seconded the motion. Vote was unanimous.
- The Friends have requested that the \$10,000 pledge pre-payment that we had voted to give to them to support the Revitalize Randall marketing efforts be postponed until after July 1.
- Social Media policy: Because the town will be archiving the library's social media posts, they advised that we have a social media policy. Tina presented a draft that is similar to policies that other libraries have. Suggestions were to have stronger/explicit language that all decisions are at the discretion of the

director, and that the director's decision is final. There was also discussion regarding photo release forms for posting pictures of people and events, especially children.

- Exhibit policy: Similar to the Social Media Policy, this policy should be clear that the director has the final decision.

**8. Adjourn:**

Maureen made the motion to adjourn, Maura seconded. Vote was unanimous and the meeting was adjourned at 8:02 p.m.

Respectfully Submitted,

Maureen Busch

Next meeting: June 7, 2022 at 6:30 p.m.

Supporting documents: Director's report Social Media Policy (draft) Exhibit Policy (draft)