

Thayer Memorial Library Trustees Meeting

October 19, 2022

Meeting held via Zoom videoconference

Roll Call

Present were:

Emily Rose, Chair  
David Spanagel, Vice Chair  
Frank Streeter, Secretary  
Ann Frantz  
Karen Silverthorn  
Joe Mulé, Director, Ex Officio

Melissa Carlson, President of the Friends of the Thayer Memorial Library  
Adam Zand, applicant to be Trustee

The meeting was called to order at 6:30 pm. Chair Rose called the roll of attendees and opened the meeting.

Past Minutes

After reviewing the minutes from the September meeting,

**Trustee Frantz moved to accept the minutes; Trustee Spanagel seconded the motion, and the motion passed on a 5-0 vote.**

Next Meeting

The next meeting of the Board of Trustees will be held Wednesday, November 9, 2022 at 6:30 PM. The Board's meetings will continue to be held over Zoom until further notice.

The Board has a joint meeting with the Select Board on November 7 to vote on the appointment of a new Trustee to fill Frank MacGrory's seat. The Finance Committee has a budget planning meeting on November 12 that Director Mule and Secretary Streeter will attend.

Chair's Report:

Chair Rose discussed ways to honor Trustee Emeritus Frank MacGrory. She sent him a card signed by the members of the Board and a letter noting he was voted to be the Library's first Trustee Emeritus. She is hoping to be able to have an in-person gathering in December. The Board then discussed filling Trustee Emeritus MacGrory's seat on the Board until Town elections in May. After discussion the Board decided that Adam Zand is the choice of the Board.

**Trustee Frantz moved that Adam Zand be the choice of the Board to fill Frank MacGrory's seat; Secretary Streeter seconded the motion, and the motion passed on a 5-0 vote.**

The Board thanked the other candidate for Trustee, Amy Sund, for her interest in and support of the Library and encouraged her to stay involved.

Policy:

Director Mulé presented the revised Collections Development Policy. Chair Rose briefed the Board on a recent MBLC seminar that addressed this topic and related issues. Chair Rose expressed some concerns about the operation of the informal complaint process. The Board discussed her concerns and revised the draft to clarify the Director's role in the complaint process. After further discussion,

**Secretary Streeter moved to accept the revised Collections Development Policy; Trustee Spanagel seconded the motion, and the motion passed on a 5-0 vote.**

Chair Rose reminded the Board that MBLC is always available to consult on potentially complex issues, such as this one, for the Library as needed.

Building:

Director Mulé announced that Spencer Preservation Group (SPG) was selected from the RFP and he is in the process of drafting a contract. There was a separate RFP for the next two windows in the Children's Room. Director Mulé discussed the revised schedule for the project. The Library will be asking for \$150,000 at the Annual Town Meeting in May to pay for the build out documents for the general contractor. Construction is projected to begin at some point in FY24. Director Mulé discussed the process for working with SPG.

Advocacy and Fundraising:

Trustee Spanagel was pleased to report that a total of \$26,661.74 has been raised for replacing the windows in the Children's Room. This will cover the cost of replacing all of the windows on the side of the room facing the Town Green. The Committee will continue its fundraising efforts for the work on the remaining windows. Melissa Carlson of the Friends of the Thayer Memorial Library was pleased to report the results of their fall book sale, where the Friends raised \$11,764.15 from the sale of books and media with a total of \$12,234 raised when memberships and the sale of bags are included. These numbers are net of all credit card fees paid to Square.

Ms. Carlson will be attending a MBLC seminar about fundraising software. Trustee Silverthorn noted a Community Preservation Act (CPA) presentation tomorrow at 6 PM discussing the process of applying for grants from the Town's CPA Committee.

Strategic Planning:

The committee is working on goals and objectives for the strategic plan, as well as the structure of the document .

Director's Report:

Director Mulé reviewed the Library's finances and noted that he feels the budget is in good shape. He discussed the status of accumulated State Aid. The Board discussed how State Aid and the money raised by the Friends and could best be used to benefit the Library.

The number of free books given away on the Monday after the book sale was extraordinary. A huge number of people came. Ms. Carlson discussed Block by Block, which is a free library in Boston that took a great deal of books and DVDs.

New Business:

None

Adjournment:

There being no further business for the Board to consider,

**Secretary Streeter moved to adjourn; Trustee Silverthorn seconded the motion, and the motion passed on a 5-0 vote.**

The Board adjourned and the Zoom meeting ended at 7:48 PM.

Respectfully Submitted,

Frank S. Streeter, Secretary

List of Documents:

Agenda

Chair's Report

Director's Report

TML Fundraising and Advocacy Report