

THAYER MEMORIAL LIBRARY

TRUSTEES MEETING

February 9, 2022

ROLL CALL

The meeting was called to order via Zoom at 6:33 p.m.

Present were

Emily Rose, Chair

Frank MacGrory, Vice-Chair

Frank Streeter, Secretary

Ann Frantz, Trustee

Anne Ogilvie, Trustee

David Spanagel, Trustee

Library Director Joe Mulé, ex officio

Assistant Director Rachel Rosengard, Recorder

MINUTES [January]

Minor change was made to the January minutes to correct the spelling of Trustee Spanagel's name.

Trustee Frantz moved to accept minutes from the January 12, 2022 meeting; Trustee MacGrory seconded.

Trustee Spanagel: Yea

Trustee Ogilvie: Yea

Trustee Frantz: Yea

Vice-Chair MacGrory: Yea

Secretary Streeter: Yea

Chair Rose: Yea

Chairperson Rose asked if any Trustees would prefer to have future meetings begin at 7:00 p.m. rather than 6:30 p.m. The sense of the Board was to keep the 6:30 start time.

## CHAIR'S REPORT

Chair Rose thanked the Trustees and Director Mulé for attending the previous evening's meeting with Interim Town Administrator Jeff Nutting to discuss the Library's upcoming Capital Budget requests.

Chair Rose noted that it has been two years since the onset of the Covid pandemic and thanked the Board and especially the Library staff for their work and resilience.

Portrait photographs of the current Trustees by Peter Christoph will need to be taken before the end of Trustee Ogilvie's term in May as she is not running for re-election.

Chair Rose mentioned that papers are now available for those running for Trustee. Trustee Ogilvie will not be running for reelection; Secretary Streeter will run again.

Chair Rose complimented Interim Town Administrator Nutting's straightforward plan for the Library's upcoming capital budget needs. He recommends that the Board must now plan to make the case to address all the Library's capital concerns. After a feasibility study, an Owner's Project Manager (OPM) will be hired to manage the building project. Trustee Ogilvie made note of the strong connection between the Capital Budget request and Strategic Planning.

Secretary Streeter moved to initiate the process to request up to \$75,000 for a feasibility study, to be voted on during the Spring 2022 Annual Town Meeting. Trustee Spanagel seconded.

Chair Rose called for a vote on the motion.

Secretary Streeter: Yea

Trustee Frantz: Yea

Vice-Chair MacGrory: Yea

Trustee Ogilvie: Yea

Trustee Spanagel: Yea

Chair Rose: Yea

## SUBCOMMITTEE REPORTS

### Fundraising

Trustee Spanagel reported that current donations for the renovation of the windows in the Children's Room total \$24,683.23, including a single \$10,000 donation; he went on to mention the campaign's tiered giving levels. The social media component of public fundraising is up and

running. The president of the Friends of TML, Melissa Carlson, mailed 20 letters to targeted potential donors.

#### Planning

Trustee Ogilvie stated the subcommittee will meet after the Special Town Meeting, which is currently unscheduled.

#### Policy

Nothing to report.

#### DIRECTOR'S REPORT

Director Mulé drew attention to the Massachusetts Preservations Project Fund grant due in mid-March. He requested that a subcommittee be established and meet to look over the grant application documents before they are submitted. Trustee Spanagel asked Director Mulé if he has received all the letters of support that he requested. Director Mulé responded in the affirmative.

Director Mulé informed the Board of his upcoming vacation plans, to include the weeks of February and April school vacations and occasional other days.

The Library's security alarm upgrade was scheduled for February 9, 2022 but has not yet taken place. The project should come in under budget.

Director Mulé is in the process of uploading documents to SharePoint for the Board.

#### NEW BUSINESS

Secretary Streeter asked if any recognition of Library staff has taken place recently. Chair Rose acknowledged that it has been two years since the last appreciation event and that perhaps something could be planned for the Summer. Secretary Streeter recommended that planning for an event should begin soon.

#### ACTION ITEMS

Chair Rose will work on a list of building issues and needs to send to Interim Town Administrator Jeff Nutting.

Trustees and Director Mulé will brainstorm potential candidates to take out papers for election to fill vacancies on the Board. Trustee Frantz reminded Board members to identify areas of strength that the Board is looking for when filling vacancies.

#### ADJOURNMENT

There being no further business, Vice-Chair MacGrory moved to adjourn, and Trustee Frantz seconded the unanimously approved motion. Board adjourned at 8:24 p.m.

Respectfully submitted,

Frank Streeter  
Secretary

Assistant Director Rachel Rosengard  
Recorder