

Langley Adams Library  
Board of Trustees Meeting Minutes 02/08/23

2023 MAR -9 AM 9:55

TOWN CLERK  
RECEIVED & POSTED

**Attendance:** ZOOM meeting: Mary Lou Costello, Jan Dempsey, Robert Downey, Nancy Hurley, Kathleen Prunier, Laurel Puchalski, Lee Thomas Director and Darcy Lepore attended via ZOOM.

Absent: Lindsey Aylward, Jay Collins ZOOM was recorded.

**Call to order** at 6:03 p.m. on a motion made by K. Prunier, seconded by M. Costello.

### Minutes

Minutes of 1/11/23 were approved unanimously on a motion made by K. Prunier, seconded by R. Downey by roll call vote.

### Treasurer's Report

- M. Costello previously sent the Bartholomew report for the Board's review.
- Quarterly Vanguard statement from fourth quarter of 2022 has been received (and found!) and will be reported every quarter going forward.

### Director's Report (see attached)

- Programming numbers continue to increase. R. Downey requested that a spreadsheet be created that includes all the programming stats for 2022 to present at the FinCom meeting.
- Warrants were read:

23-29	\$3,450.25
23-31	\$164.97

Total \$3,615.22
- Reviewed the requests from Youth Services Librarian B. Daley for the Summer Program. K. Prunier made the motion to allot \$950 for the Youth Summer Reading Program, seconded by J. Dempsey. Half of the amount to come from State Aid, the remaining half from the Donation account. Unanimous Roll Call vote.
- The Board discussed the remaining requests, which have been included in a \$15,000 "Mind in the Making" grant from LSTA. K. Prunier made the motion, seconded by R. Downey to approve the Morning Music Program at \$900, the Beekeeper Program at \$100, the Storyteller at \$225 and the STEM series at \$2000 if the LSTA grant applied for is not awarded. Unanimously voted by Roll Call vote.
- Reviewed the requests from S. Nakanishi for Adult programming. K. Prunier made the motion, seconded by M. Costello to pay for the Isabella Stewart Program (\$317.50) and The Last Duo (\$450) from State Aid. Unanimously approved by Roll Call vote.
- The Robert Guptill Collection has begun to be reviewed by Bill Newell and he is translating everything into an index. D. Lepore will ask him to come and give the Board an update.

- The Collins Report has been distributed to Department Heads. Recommended pay scales are significantly higher than Groveland's.
- Discussion on the recommendations made by Robert Favini of MBLC on our Bylaws revision. L. Puchalski will research questions brought up and report back to Board at our next meeting.

### **Old Business**

- All incumbents have taken out nomination papers for re-election
- L. Aylward, L. Thomas, N. Hurley were appointed to be on a sub-committee to review and amend the Director's Evaluation.

**Meeting** adjourned at 7:30p.m. on a motion made by J. Dempsey, seconded by M. Costello.

Next meeting will be held on March 1, 2023 at 5:00 p.m. to meet with Fin Com.

Next regularly scheduled meeting will be held March 8, 2023 at 6:00 p.m.

Respectfully submitted,  
Laurel Puchalski

**Langley-Adams Library**  
**Director's Report**  
**February 8, 2023**

TOWN OF GROVELAND  
2023 MAR -9 AM 9: 55  
TOWN CLERK  
RECEIVED/POSTED

**Statistics**

**January Statistics:**

January Hoopla Statistics: 46 circs

January Kanopy Statistics: 31 plays

January Circulation/Renewals:

January Overdrive Circulations:

**Programming**

**January Numbers:**

Standout Programming:

1/9 – Yours Truly – 73 attendees\*

1/17 Crafternoon – 28 attendees

1/27 – Arthur Haley Veasey – 25 attendees

1/28 – Storyteller – 28 attendees

\*Program co-hosted by Tewksbury, initiated by Sue, and hosted on our Zoom account.

Totals:

Adult Programming Attendance: 274

Youth Programming Attendance: 219

Virtual Programming Attendance: 72

Hybrid Programming In-Person Attendance: 27

Hybrid Programming Virtual Attendance: 98

Live In-Person Programming Attendance: 296

**Museum Passes**

**January Totals:**

New England Aquarium – 4

Museum of Science - 3

Museum of Fine Arts - 5

Peabody Essex Museum – 2

Trustees of the Reservations – 1

USS Constitution Museum – 1

Total – 16

### **Warrants**

23-29 \$3,450.25

23-31 \$164.97

Total \$3,615.22

### **Other**

Meeting with Finance Board: March 1<sup>st</sup> at 5pm.

Attached to the report, you will find budget requests for programming from both Sue and Bergen.

*Attachments: Budget requests for Youth and Adult Services*