

Langley Adams Library
Board of Trustees Meeting Minutes January 10, 2024

Attendance: Attending in person: Jay Collins, Robert Downey, Laurel Puchalski, Lee Thomas, Nancy Hurley, and Director Darcy Lepore. Attending on Zoom: Mary Lou Costello, Jan Dempsey, and Kathy Prunier. Absent: Lindsay Aylward

Special guest: Chuck Patterson from Bartholomew attended on Zoom
ZOOM /Hybrid session was recorded.

Call to order at 6:00 p.m. on a motion made by L. Puchalski, seconded by M.L. Costello, and passed by unanimous roll call vote.

Minutes

The minutes of December 13, 2023, were approved by a majority roll call vote on a motion made by K. Prunier, seconded by J. Thomas.

M.L. Costello did not review notes and N. Hurley was absent at the December meeting and abstained. N. Hurley thanks L. Puchalski for taking December meeting notes.

Bartholomew Performance Review with Chuck Patterson, Senior VP at Bartholomew. Mr. Patterson reviewed account management, and the current fund is not managed to grow. Recent MA legislation now allows the fund to buy off the legal list. He suggests that the L A Library Board of Trustees (BOT) could vote to change assets, and Bartholomew can look at favorable stocks through the S&P index. Bartholomew is looking at stocks to help diversify the fund and can also provide language the BOT would use to effect change in the fund. The Bartholomew team will put together a recommendation to split stocks and bonds for the February LA Library Board of Trustee meeting. The BOT asked whether this change needs to go to Town meeting. Chuck Patterson wasn't sure, so Mary Lou Costello will ask the town council if making a change in the fund will need to go to town meeting and report back to BOT.

Treasurer's Report M.L. Costello presented the report. There were no questions. L. Thomas motion to accept the treasures report, seconded by L. Puchalski. The motion passed on roll call vote.

Director's Report

D. Lepore reviewed circulation numbers with the BOT, and December 2023 totals are similar to November 2023, and an increase from December 2022.

Stand out programming: 12/11 Author Terri Parlato – 34 attendees

12/18 Author David McCloskey – 100 attendees

12/20 Visit with Santa – 71 attendees (Thank you to Lee for bringing Santa to the Library!).

D. Lepore read the warrants:

24-23 \$3,039.41

24-25 \$3,238.48

Total \$6,277.89

Status of carpet replacement: Anticipated installation is the last week of March, with bids starting March 1. The planned movers are on the state bid list, but the carpet needs bids.

BOT asked about any leaks from recent rainy weather. Darcy reports there was the usual leak in the foyer a few weeks ago but is ok. There were no leaks apparent during the recent rainstorm.

Funding request for programming: Robostuff. K. Punier motions to fund Robostuff for 250.00 to be taken out of state aid. L. Puchalski seconds and the motion passes on unanimous vote.

Other requests from Bergin Daley: the LA Library Board of Trustees will consider specific request after learning the cultural council decision on funding. The BOT will also consider requests for adult programming.

D. Lepore currently splits \$1000 funding between adult and children's service. Bergin Daley requests that BOT complete survey provided, and also reports the babysitting course has started with all 10 slots filled.

Darcy requests we complete Bergin Daley's children services survey.

The sink was installed in the Children's section today.

Request for a one-time cost for copier service includes ink and repairs. K. Prunier makes motion to fund request out of state aid, Seconded by Jay \$526.00. K. Prunier motions to fund copier ink and repairs for 526.00 to be taken out of state aid. J. Collins seconds and the motion passes on unanimous vote.

Final review and discussion of Director's Goals Report:

New goals for the director will be developed for the fiscal year going forward. Darcy Lepore's contract renews June, and new goals will be developed after that.

Reminder and request from E. Cunniff for BOT members to complete and sign the Year End Campaign Finance Report by January 22.

Paperwork for reelection due Mid-March

Other – Kathy asks Darcy how far ahead is the agenda fixed? R. Downey uses a fixed form and asks BOT for items to add shortly before the next meeting. He will send out a draft. L. Puchalski read the bylaws that conforms chair and director will work together on the agenda before sending it out.

Comments from public – no comments from the public

Adjournment

L. Thomas motions to adjourn and L. Puchalski seconds. The motion passes by unanimous roll call vote. Meeting adjourned at 7:19PM

NEXT MEETING FEBRUARY 14th, 2024

Respectfully Submitted by:
Nancy Hurley

Langley-Adams Library
Director's Report
January 10, 2024

Circulation Statistics

	December 2023	November 2023	December 2022
Hoopla	71	87	63
Kanopy	37	59	29
Circ/Renewals	2,328	2,541	2,229
Overdrive/Libby	822	833	578
Passes	9	12	11

Programming

December Numbers:

Standout Programming:

12/11 Author Terri Parlato – 34 attendees
12/18 Author David McCloskey – 100 attendees
12/20 Visit with Santa – 71 attendees (Thank you, Lee!)

December Totals:

Adult Programming Attendance: 285
Youth Programming Attendance: 405
Hybrid Programming In-Person Attendance: 26
Hybrid Programming Virtual Attendance: 129
Live In-Person Programming Attendance: 565
Virtual Programming Attendance: 47

Total Program Attendance: 767

Warrants

24-23 \$3,039.41
24-25 \$3,238.48

Total \$6,277.89

Other

Flooring/Carpet Update: No update as of 1/8/2024.

Funding Requests:

Youth Services Request: Bergen is requesting \$250 for a Robothink program. The previous Robothink program was very successful and patrons have been requesting another one! (Please see attachment)

Copier: The copier contract renewal is \$526. I found having the contract very helpful this past fall when the copy machine needed some parts replaced!

Attachments: Variance Report, Donations/State Aid Report, Youth Services Wrap-Up Report for 2023