

MINUTES
BLACKSTONE BOARD OF LIBRARY TRUSTEES

April 8, 2024

BLACKSTONE PUBLIC LIBRARY

Present:

Mary Ann Dobeck Mary Lou Branchaud, Chair
Kate Renaud, Co-Secretary Jean Alexandrowicz
Patti Guzinski, Co-Secretary Lisa Cheever, Director

- 1) Opening:
 - (a) Call to order and roll call – Kelly Gillis, Vice-Chair absent.
 - (b) Approved Minutes from March 11, 2024. Mary Ann made a motion to approve March 11, 2024 minutes. Jean seconded motion: all voted in favor.
 - (c) Next meeting March 13, 2024
 - (d) Library Closings: April 15, 2024, Patriot's Day
 - (e) Next Friend's Meeting April 09, 2024 at 6:30 p.m.
- 2) Finances:
 - (a) FY24 Budget reviewed and discussed. Part time salaries being paid out of Marijuana Funds will be moved to be allocated from part time at year end. LSTA FY24 \$7,000 has been received. In FY25 LSTA will pay out \$5,000.
 - (b) FY25 Budget discussed. Version C totaling \$638,396.08 was submitted to the Town Administrator and Town Accountant. Will be presented to Finance Committee for their recommendations. Letter sent to MBLC from the town administrator notifying them of the removal of utilities from the Library Budget.
 - (c) Reviewed FY25 Calendar for Hearings and Warrants.
 - (d) Meeting with Finance Committee TBD.
- 3) Director's Reports and Discussions:
 - (a) April 8 the library will celebrate Eclipse Day. Blackstone Valley Art Association is exhibiting in the meeting room. Mobil Mini Golf is scheduled for April 20. Library will be participating in District Event at high school on May 11.
 - (b) Library will be awarded \$500 MLS reimbursement to cover staffing when the children's librarian attended the Public Libraries Conference.
 - (c) Connect with Your Community night and 20th Anniversary Celebration will take place on Thursday, April 18th from 6pm – 8pm. There are 28 groups/boards/departments registered to date.
 - (d) Director will be attending a webinar "Happiness at Work". Jean Piechocki took a class and became certified by the National Registry of Food Safety Professionals

for 5 years. Director will continue to certify other staff. Courtney Pavlis completed ALA eCourse Grant Solving Library Problems with a Culture of Creativity”.

- (e) Director provided Strategic Plan Update highlighting progress on Goal #2.
 - (f) Highlight of the Month – Online resources Parent TV and Blackstone Unlimited.
 - (g) Director requested \$100 for prizes and gifts for crafts for the District Event. Kate made a motion to allocate \$100 from the gift account. Maryann seconded the motion; all voted in favor. Additional request for \$350 to fund adult program “Frances Perkins: The Unsung Heroine Behind the New Deal part 2”. Jean made a motion to allocate \$350 from LIGMEG. Patti seconded the motion; all voted in favor.
 - (h) Director reviewed and provided updated voucher signing dates.
 - (i) Reviewed Building Report discussed. Liberty Mutual inspected boilers for Town’s Insurance, passed without issue. Five light ballasts need to be replaced, waiting on pricing and schedule. HVAC maintenance was completed and repairs for actuators and fan box motors are in process.
- 4) Trustees Reports and Discussion:
- (a) Correspondence – Letter sent to MBLC.
 - (b) Request to Trustees to volunteer at April events including Community Night and Mini Golf.
 - (c) Matters the Chairperson did not reasonably anticipate being discussed within 48 hours of the meeting – None.
- 5) Old Business:
- (a) Directors Evaluation Time line discussed. Lisa to submit Librarian evaluation by May 3 EOD. Librarian evaluation will be sent to Trustees by May 6. Add input and goals. Trustee input due no later than May 17. Kelly compile input and sent to Trustees May 20. Trustees provide input to Kelly May 31. Deliver evaluation June 5. Summarize at June 10 meeting.
 - (b) Trustee and staff education date will be set in July for September.
 - (c) Friends Book Sale Saturday, May 4. Request for volunteers to help with breakdown.
 - (d) 20 Anniversary Celebration discussed.
 - (e) Mary Lou provided Library Storage Shed update. Daniel Keefe & NE Chimney and Roofing will provide donated materials and labor.
 - (f) No updates on Policy Manual at this time.
 - (g) Trustees Calendar
- 6) Good and Welfare
- 7) Adjournment – Mary Ann Jean made a motion to adjourn. Jean seconded the motion; all voted in favor.