

## **Trustees of the Jonathan Bourne Public Library      Meeting Minutes – 24 February 2022**

A meeting of the Trustees was held on 24 February 2022 at the Jonathan Bourne Public Library and was called to order at 3:00pm by K. Fox-Alfano, Chairman.

**Attendees:** Kathy Fox-Alfano (Chairman), Perry Davis (Vice Chairman), Sue Barlow, Christine Crane, Kristina Prodouz (Secretary), and Susan Schmidt. Also attending was Anne Gregory, Friends of the Jonathan Bourne Public Library. Irja Finn, Interim Director, was unable to attend.

### **Friends of the Library Report**

- A. Gregory reported that the Friends of the Library propose a revision to their bylaws to reflect the addition of At-Large Board members and other changes. A Friends meeting will be held on March 7<sup>th</sup> to discuss and vote on the bylaw changes.
- Patty Robidoux has been appointed as the new Membership Chair for the Friends.

### **Voting Items - Approval of Meeting Minutes**

- The minutes of the trustees meeting held on 27 January 2022 were unanimously approved.

### **Information for Discussion:**

- **New Town Administrator**

It was announced that Marlene McCollem is the new Town of Bourne Administrator, effective 28 February 2022.

- **Report Task Force – Facilities; Environmental and Facilities Assessments**

The environmental assessment of the library was conducted in February and a written report is expected in the next few weeks. The Facilities Task Force will review the report and make recommendations to the Trustees. The environmental assessment is required prior to a full Facilities Assessment and making any repairs using CPC funds.

- **Trustee Calendar update**

K. Prodouz and I. Finn continue to work on a month-to-month Trustees 2022 calendar to and will update and customize the MBLC sample calendar.

- **Update on Library Director Search**

The Library Director job was posted internally with a closing date of February 23<sup>rd</sup>.

- **Bourne Community Reads Program**

K. Fox-Alfano reported that this new program is up and running. Bourne residents have been recruited to read a children's book aloud and be filmed by S. Barlow for Bourne TV. The videos are available for viewing on the Bourne Community Reads YouTube site.

- **Interior and exterior lighting requests**

In January, C. Crane presented the case for improved lighting on the library grounds and in nearby Bourne Village. Town Hall and the DPW were notified of the safety issue. There has been no response to date.

- **CPA requests**

CPA requests will be submitted in the fall of 2022.

- **Library Assessment Survey – results to date, complete**

Results of the online Library Assessment Survey will be summarized by the Board in a written report to serve as input for development of the next Strategic Plan. I. Finn and P. Davis will recruit a Strategic Plan Advisory Group to continue the work.

- **Other items**

C. Crane notified the Board that she will not seek reelection to the Trustees of the Library. P. Davis announced that he will pull nomination papers for one of the 2 open Trustees positions.

K. Fox-Alfano reported for I. Finn that the Finance Committee granted the increase in funding for FY 2023 needed to cover the MAR (Municipal Appropriation Requirement).

### **Next Meeting**

- The next meeting will be held on Thursday, 17 March 2022 at the Jonathan Bourne Public Library at 3:00pm.

The meeting was adjourned at 3:59 pm.

Respectfully submitted,

*Kristina Prodouz*