

## Taft Public Library Board of Trustees Minutes 1/12/2022

Members Present: Ellen Agro, Wayne Phipps, Alison Chu, Sharron Luttrell, and Sean Nicholson

Members Absent: Shana Miller and Sean Nicholson

Friends of Taft Library member: Caitriona **Scott**

Meeting called to order at 6:03PM

1. Minutes of the 11/18/21 meeting were accepted and unanimously passed
2. Caitriona **Scott** presented Friend's update. The DIY Holiday Craft was very well attended. The Friends are working on the upcoming spring plant sale.
3. Andrew presented the Director's report.
  - a. After receiving more than 50 resumes for the open Library Assistant position, it was offered to and accepted by Brenda Whitner, a Mendon resident and longtime participant in the library's Adult Book Club.
  - b. Congratulations to Tara for completing all classes in the Basic Library Techniques program through the Massachusetts Board of Library Commissioners.
  - c. Retroactive COLA pay increases have not been received by the part-time staff. Ellen will look into it.
  - d. The staff enjoyed a casual holiday get-together.
  - e. Andrew reached out to Superior Roofing, and they hope to have the repairs completed in the next few weeks.
  - f. Bissell air purifiers have been placed throughout the library.
  - g. Worldband installed the monitor for use during hybrid meetings and other events. They will return to do the remaining installation.
  - h. The library's FY23 budget includes no change in Contracted Services, Lights, Supplies, Building Maintenance, and Programming. An increase in payroll has been requested to increase staff hours.
  - i. Programming in December was very well attended.
  - j. The staff continues to pare down book series based on circulation. They are being put aside for the spring Friends book sale, given to Janice Muldoon-Moors for prison and detention center donations, and recycled if the material is outdated.
4. Strategic Planning committee is being established again as some of the prior committee's members can no longer participate. Alison Chu offered to represent the Trustees on the committee. Jim Broe will lead the committee. Several suggestions were made for community members who may be willing to join.
5. The next meeting is set for February 9, 2022 at 6:00PM. The meeting will be hybrid.
6. Meeting adjourned at 6:50PM