

**Wellesley Free Library  
Board of Library Trustees  
Arnold Room  
Meeting Minutes  
Monday, June 10, 2019**

**Present:** Marla Robinson, Chair; Ann Howley, Vice Chair; Ann-Mara Lanza, Secretary; Ann Rappaport, Diane Savage, Maura Murphy, Trustee; Jamie Jurgensen, Library Director; Elise MacLennan, Assistant Director; Inna Ivers, IT Director.

**Also, present:** Betsy Roberti, Advisory Liaison; Barbara McMahn, WFL Foundation Board; Dick Joyce, Director of Municipal light Plant; Sharon Gray, Chair of the Wellesley School Building Committee.

**Absent:**

**CALL TO ORDER**

The meeting was called to order at 6:00 PM.

**CITIZEN COMMENT**

None

**ITEMS**

**1. Approval of Minutes**

Ann H. moved (Ann R. seconded) to approve the minutes of May 13, 2019. The minutes were approved unanimously.

**2. Honoring Dick Joyce, Director/Wellesley Municipal Light Plant**

The Trustees thanked Dick for his service to the Town and to the Library during his time as Director. On their behalf, Marla presented Dick with Library “mementoes” including a proclamation and two books for the Library given in Dick’s name.

Dick spoke about his position as Director and how he was overwhelmed by all the support from the Town of Wellesley for the last 25 years, and how happy he has been to be involved with the Wellesley Free Library.

**3. Director’s Report**

Jamie reported on the following items:

- The Fells Library was featured in the Wellesley Weston Magazine.

- The Fells Garden is moving along, there will be a meeting with the electrician and the DPW over the next few weeks.
- Elise applied for and received a \$500 grant from the WHJWC for the Fells Garden.
- Tyson did some extensive research for Beth Hinchliffe who sent the following to express her thanks: Tyson, “you are a miracle worker! I am so grateful—these are exactly what I need, and I despaired at ever being able to find them. Thank you so much for all your work, I really appreciate it.”
- Jamie recently attended the Women Leading Government workshop sponsored by Mass Municipal Association. The key speaker was a former principal of Wellesley High School, Rina Mirkin. Jamie also attended the Aris State Training.
- New updated gender sensitive identity nametags have been distributed to all staff.
- Emma Weiler and Je’Lesia Jones, Co-Presidents of the staff association organized a wonderful staff appreciation lunch.
- The Big Blue Blocks arrived this week and will be used for upcoming weekend programs in the children’s department in June. The blocks have been warmly received and have had considerable media coverage. Patrons are encouraged to experience them on Saturdays and Sundays in the library.
- Town Clerk KC Kato is offering open meeting law training sessions for Town board members – date to be determined.

**4. Trustee Meetings FY20**

The Trustees reviewed and revised their meeting dates for June 2019 – June 2020.

**5. FY20 Private Funds Requests**

**a. State Aid**

Graphic design assistance - \$4,000, communications assistant - \$8,000, interns - \$12,000, marketing items - \$3,500 and annual report - \$9,000, which comes to a total of \$36,500.

Ann-Mara moved (Ann H. seconded) to allocate \$36,500 for the above to be paid from State Aid Fund for FY20. The motion was approved unanimously.

**b. Branches Gift Fund**

The Fells Branch received \$397 in fines which was deposited in the Branch Gift Fund.

Cost of water and coffee for both branches for FY20 is estimated at \$650.

Ann-Mara moved (Diane seconded) to approve \$650 for drink supplies for FY20 from the Branch Gift Fund.

**c. Dorian Large Print**

Ann-Mara moved (Maura seconded) to approve \$1,000 for large print books for FY20 from the Dorian Large Print Fund.

**d. Centennial/Reynolds Fund**

Jamie spoke about the SXSW Conference to be held in Austin TX 3/13/2020 – 3/22/2020. Cost of interactive badge for the conference and hotel accommodations for two is \$7,200 (\$3,600 x 2). This conference covers many areas including libraries and is known for its innovative and forward looking offerings.

Ann-Mara moved (Diane seconded) to approve \$7,200 to cover above costs for two attendees for the SXSW Conference in March 2020 from the Reynolds Fund.

**6. Short Story Dispenser**

A library patron has offered to purchase a short story dispenser for the library. The gift of \$15,000 would cover the purchase of the dispenser and include one year of subscription service, as well as approximately 50% of the cost of the subscription service for the second year.

The Trustees discussed the gift and are in favor of accepting, more details will be discussed in the July meeting.

**7. Kiwanis Membership**

The Trustee's discussed the potential of the Library becoming a member of the Wellesley Kiwanis Club. After additional research, membership question will be on the Agenda in the upcoming July Trustee Meeting.

**8. Gift Acceptance**

The Library received a \$35 donation from a grateful patron. In addition, miscellaneous change in the register totaled \$67.

Ann R. moved (Ann H. Seconded) that the check for \$35 and the cash for \$67 be accepted and deposited into the Director's Fund.

**9. Renovation Update**

Jamie is scheduling the meetings of the various working committees. Meetings for several will begin in July. Members of the various committees include staff, trustees, patrons, Friends' and Foundation Board members.

**10. SBC Update – Hunnewell Project**

The SBC is working on a report and design plan with details for the Hunnewell School. Sharon Gray, Chair of the SBC was present to receive Trustee comments. The Trustees continue to voice their concern about the parking for the latest design, including adequacy of parking and safety for library patrons and school community.

**11. Roof Update**

Three companies will be interviewed on June 13 as potential firms to do the feasibility study for the roof replacement.

**12. AMH Update**

The AMH will be open to the public as soon as all the permits are completed.

**13. Topics not reasonably anticipated by the Chair prior to posting**

The Library received a plaque for the best-decorated float at the Wonderful World of Wellesley Parade.

**ADJOURNMENT**

Diane moved (Ann R. seconded) to adjourn at 7:50 PM. The motion was approved unanimously.

\_\_\_\_\_ Date: \_\_\_\_\_  
Ann-Mara Lanza, Secretary, WFL Board of Trustee

**LIST OF DOCUMENTS**

- 1. Approval of Minutes
- 2. Honoring Dick Joyce
- 3. Trustee Meetings FY'20
- 4. Short Story Dispenser
- 5. SBC Update

DD7/15/19