

**Wellesley Free Library
Board of Trustees
Meeting Minutes
Monday, January 9, 2023
7:15 PM
Arnold Room**

Present: Marla Robinson, Chair; Ann Howley, Vice Chair; Ann Rappaport, Secretary; Linshi Li, Maura Murphy, Diane Savage; Jamie Jurgensen, Library Director; Jeannette DiBiase, Office Administrator; Keith Higgins, WFL Foundation President; Ann-Mara Lanza, Select Board; Christina Dougherty, Advisory Liaison.

CALL TO ORDER

Meeting Called to order at 7:15 PM

CITIZEN COMMENT

None

ITEM

1. Minutes

Ann R. moved (Diane S. seconded) to approve the minutes of December 12, 2022 as amended.

2. Director's Report

Jamie gave the Trustees an update on the past month's library programs and events. She also reported that the Library's new electric van is in use. Cara Rothman posted the news of the new van on social media and it was shared by Sustainable Wellesley as well as by the Town. Jamie expressed her thanks to Brian Zabchuk at DPW for facilitating the purchase and trade-in of the old van. Jamie also mentioned that she has received a summary of HVAC issues in the Main Library from the ESI consultants working with FMD as part of the HVAC recommissioning project. FMD is formulating a plan to deal with the issues as noted in the ESI consultants' feedback.

3. Foundation and Friends Update

Keith Higgins gave an update from the Foundation. The Foundation is busy working on the upcoming spring event "Books in Bloom" which is scheduled for May 12th. They are also still receiving checks from the Annual Appeal which is going very well. The Foundation is working on nominations for next year's Directors.

Jamie presented an update on behalf of the Friends. Because of a lack of book donations, the Friends will not be holding a Winter Book Sale but instead will save their current inventory for their spring sale. The Friends may hold a Donation Day during the weekend they would have held the Winter Book Sale.

4. Kiwanis

The Library (and other Town Departments) provide outreach to and are members of the Kiwanis Club.

Diane S. moved (Ann H. seconded) to allocate \$185 from the Director’s Fund for the annual dues for Kiwanis Club and \$60 for three luncheons. The motion was approved unanimously.

5. Strategic Plan Mission, Vision, Values & Survey

Jamie gave a brief update on the work being done on the Strategic Plan and handed out a draft of the proposed Mission Statement and Values. Trustees agreed that the Values were acceptable as presented. Trustees are still considering the Mission statement. Jamie also passed out a draft of the Wellesley Free Library Strategic Plan Survey for the Trustees to review. A final draft of the Strategic Plan Survey will be published the first week in January and be made available to the general public from January 12 through the beginning of February. Links to the survey will be made available on the WFL website, the WFL newsletter, and other available social media channels. Hard copies of the survey will also be available in the Library. In addition to the survey, Library will hold Focus Groups on January 23 and 24 to gather additional feedback from residents. Members of the SPC (Strategic Planning Committee) will also begin to facilitate focus groups and interviews starting in late January/early February.

6. ESL Program Name

Jamie asked the Trustees to consider a name change for the ESL program. The new name would be ESOL (“English for Speakers of Other Languages”). Many other communities now use ESOL as the program name.

Ann H. moved (Diane S. seconded) to approve name change of the ESL program to the ESOL program. The motion was approved unanimously.

7. Library of Things Policy

Jamie presented a draft of the Library of Things policy. The discussion was tabled and will be continued at a future date.

8. Conference & Study Room Policies

Jamie presented a draft of the Conference & Study Room policies. The Trustees reviewed these policies, and a few edits were discussed. Jamie will make the suggested changes and bring the policies back to next month’s Trustee’s meeting.

9. New Business

None

10. Additional Topics

None

MOTION TO ENTER EXECUTIVE SESSION

Marla moved (Ann R. seconded) that the Trustees go into Executive Session to conduct strategy sessions in preparation for negotiation and not to reconvene in open session. The Trustees were polled individually, and the motion was approved unanimously.

ADJOURNMENT

Ann H. moved (Diane S. seconded) to adjourn the meeting. The motion was approved unanimously. The meeting adjourned at 9:30 PM. The next regular meeting is Monday, February 13, 2023, at 7:15 PM.

Respectfully submitted,

Ann Rappaport, Secretary, WFL Board of Trustees

Date: _____

LIST OF DOCUMENTS

- 1: Minutes
- 2: Strategic Plan Mission, Vision, Values
- 3: Wellesley Free library Strategic Plan Survey
- 4: Conference & Study Room policies - Draft
- 5: Library of Things policy - Draft

JOD 1/20/2023, AWR 1/22/2023, Approved 2/13/2023