

**Wellesley Free Library
Board of Trustees
Meeting Minutes
Tuesday, February 15, 2022
11:00 AM
Online Remote Meeting**

Present: Marla Robinson, Chair; Ann Howley, Vice Chair; Ann Rappaport, Secretary; Diane Savage, Linshi Li, Trustees; Jamie Jurgensen, Library Director; Cara Rothman, Assistant Director; Carol Richards, IT Director, Corinne Monahan, Advisory Liaison; Jeannette DiBiase, Library Admin

CALL TO ORDER

Meeting called to order at 11:06 AM

CITIZEN SPEAK

None

ITEMS

1. FY23 Budgets - Operating & Capital

- As is standard Town Meeting practice, the estimated salary increases for the Series 50/60 employees were removed from the Library's FY23 operating budget. This resulted in a decrease of \$7,578 for an updated request of \$2,873,766 to be appropriated to the WFL in Article 8 of the 2022 Annual Town Meeting. The \$7,578 will be appropriated as part of the Merit Pay Pool in Article 5.
- The WFL had been asked to consider a reduction to the Library's FY23 capital budget of \$219,300 to help the Town meet budget guidelines. Jamie was notified that additional capital had been found outside of the Library's budget so the Library no longer needed to make cuts to its FY23 capital budget.

2. Updated Holiday Schedules FY22, FY23 and Staff Training Day

- Jamie requested permission to schedule a half day Staff Training Day to focus on team building and communication, which would require the closure of the Main Library in either March or April. The Trustees asked about adding some type of staff appreciation to the Training Day. Ann R. moved (Diane S. seconded) to allow Jamie to close the WFL for staff training meeting at a time which works for her and library staff and is minimally disruptive to patrons, and also to incorporate staff appreciation into the event. The Trustees, polled individually, unanimously approved the motion.

- A vote was required to amend the FY22 Holiday Schedule to close the library on Monday, June 20 to observe the Juneteenth holiday (in addition to the previously approved closure on Sunday, June 19). Ann R. moved (Diane S. seconded) to amend the FY22 Holiday Schedule by adding the Monday observation of Juneteenth. The Trustees, polled individually, unanimously approved the motion.
- Ann R. moved (Diane S. seconded) to approve the FY23 Holiday Schedule. The Trustees, polled individually, unanimously approved the motion.

3. New Business

- Ann R. moved (Diane S. seconded) to accept a \$300 donation to the Director’s Fund from Wayne Everett, a Wellesley resident and expressed their gratitude to Mr. Everett for his generous donation. The Trustees, polled individually, unanimously approved the motion.
- Linshi Li made a PowerPoint presentation of her proposal for a new WFL Innovation Committee initiative ranking system. The WFL Innovation Committee provides opportunities for the community to discuss emerging technologies and innovation that might be appropriate for the Library. The proposed ranking system would provide a clear way to evaluate technology based on a matrix system ranking feasibility, desirability, and affordability. The Trustees all agreed it was a wonderful presentation and formalizes the process of how library technology could be evaluated on an ongoing basis. The Innovation Committee, led by the IT Director, Carl Richards meets twice a year (January and May) and includes library staff, patrons and key stakeholders.

ADJOURNMENT

Ann R. moved (Diane S. seconded) to adjourn. The Trustees, polled individually, unanimously approved the motion. The meeting adjourned at 11:40 AM. The next regular meeting is scheduled for March 14, 2022. Because the date and time conflict with another event, it is likely the meeting will be rescheduled.

Respectfully submitted,

Ann Rappaport, Secretary, WFL Board of Trustees

Date: _____

2 **LIST of DOCUMENTS**

- 3 1: Original FY2023-2027 Budget Request
4 2: Amended FY2023-2027 Budget Request
5 3: FY22 Holiday Schedule
6 4: FY23 Holiday Schedule

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8 *JOD 02/16/2022, AWR 2/18/2022, Approved 3/14/2022*