

**Wellesley Free Library
Board of Trustees
Meeting Minutes
Monday, June 13, 2022
7:00 PM
Online Remote Meeting**

Present: Marla Robinson, Chair; Ann Howley, Vice Chair; Ann Rappaport, Secretary; Diane Savage, Linshi Li, Trustees; Jamie Jurgensen, Library Director; Corinne Monahan, Advisory Liaison; Laurel Lyle, Foundation Board; Jeannette DiBiase, Library Administrator

CALL TO ORDER

Meeting called to order at 7:00 PM.

CITIZEN SPEAK

None

ITEMS

- **Minutes**

Diane S. moved (Ann H. seconded) to approve the minutes of May 9, 2022. The Trustees, polled individually, unanimously approved the motion.
- **Director's Report**
 - Marla and Jamie attended the Select Board meeting on June 6 and received approval to use \$40,000 in funds to combine two part-time Technology assistants and two Circulation library assistants into one full-time position in technology and one full-time position in Circulation (\$40,000 is the approximate annual cost of benefits for two full-time positions). Marla and Jamie will attend the Advisory meeting on June 14 and Sheryl Strother will present this transfer to Advisory for their approval. The transfer will be made prior to the end of FY22.
 - Karen Evans, the ESL Coordinator at the Library, recently submitted her letter of resignation. Karen will remain in her position until July 29. Jamie thanked Karen for all she has done to improve the ESL program during her tenure.
 - Two new part-time and one full-time library assistants started in Circulation this week. There is still an open part-time librarian position in Information Services.
 - Jamie reminded the Trustees that Hunnewell School will be closing at the end of the school year next week and construction will begin shortly thereafter. July and August will be the noisiest time with the demolition of the old school. The hours of construction will be typically from 7:00am to 3:00pm. The site will be completely fenced in.

- Carol Richards, the Library IT Director, held the second FY22 Technology and Innovation Committee meeting on June 8. Linshi serves on this committee.
 - As of June 15, the capacity limit for the Wakelin Room will be increased to 50 people.
 - This month is Pride Month and the library is celebrating with LGBTQ+ displays and programs. The Children’s Department held a Drag King and Queen Storytime in the Wakelin Room which was well attended. The program “The History of Pride and the Riots that Sparked a Movement” will be held on June 14.
 - There have been a few issues with people speeding through the library parking lot. Speed bumps have been installed and there is a SLOW sign in the parking lot; Jamie hopes these two measures will be sufficient.
 - Jamie continues to receive notes of appreciation from patrons who have enjoyed the many library programs and have received exceptional customer service from the library staff, including Eva Thaler-Sroussi in the Children’s Department.
 - The Library will be closed on Sunday, June 19 and Monday, June 20 for the Juneteenth holiday.
 - Tonight’s meeting is the last meeting Corinne Monahan will be attending as the Advisory Liaison to the Library. Jamie and the Trustees thanked Corinne for her past two years of service and expressed their appreciation for her work with the library.
- **Foundation Update**
Laurel Lyle gave a brief update from the Foundation. The Foundation Board is busy working on the Annual Report which will be mailed out in the fall. The theme is ‘Transformations’. On behalf of the Foundation, Laurel thanked the Trustees for their help with filling board positions. The WFLF is actively recruiting to replace Pam Peak and are encouraged that some good candidates have applied for the position. The Foundation was very successful in meeting their pledge to the town for the library renovations and have transferred \$500,000 of the pledge to Town Hall. The Foundation also successfully filled the Trustees’ grant requests this year, including a grant of \$25,000 for the Nancy Schön sculpture project.
- **Parade Update**
Linshi gave a brief update on the parade. There were approximately 30 people including representatives from the Friends (adults and children) who marched with the decorated library van. The library float was welcomed by many spectators, who showed their enthusiasm and enjoyment of the library, which was very rewarding for the library participants. The Trustees thanked Linshi and all the people who walked in the parade to support the library as well as all those who worked in the background to make the parade a success.
- **Foundation Nominees**
The WFL Board of Directors is saying goodbye to two of their members, Cynthia Strauss who chaired the capital campaign and raised over \$1 million in funds through the Covid pandemic, and Mary Kloppenberg who helped with the Fells Library renovation and worked on the Gala Committee. Ann H. and Diane have been working on filling these

positions. Diane gave a brief background on Cathy Bueker, a nominee for one of the open Foundation Board positions. Cathy is very committed to the library. She is involved in many community activities and is a very strong candidate for the position. Ann H. moved (Diane S. seconded) that the Trustees accept Cathy Bueker's nomination for a three-year term with the Foundation. The Trustees, polled individually, unanimously approved the motion. The other position is still open and the WFLF is hoping to fill it with someone who has an investment background.

- **Trustee Schedule**

There was a brief discussion on the timing of the July and August meetings. Jamie will send along a list of proposed dates to see what works for the Trustees.

- **Public Art Sculpture**

The Library will be the beneficiary of a generous gift. A sculpture designed uniquely for the Wellesley Free Library by internationally-known artist, Nancy Schön and named "Reach" (by Jamie) will be installed outside the Library. The Foundation will hold the contract with the artist. The sculpture is anticipated to be installed in summer 2023.

The Letter of Intent between the Sculptor and the Foundation was reviewed. Town Counsel and Keith Higgins from the Foundation have also both reviewed this document. There is also a Gift Agreement between the Foundation and the Board of Trustees. This was also reviewed by Town Council and Keith Higgins. Both documents will be signed simultaneously once finalized. The gift agreement will be reviewed once more by Town Counsel and then brought back to the Trustees for a vote.

Diane S. (Ann R. seconded) moved to approve the Letter of Intent as presented by Nancy Schön. The Trustees, polled individually, unanimously approved the motion.

The next step would for the Design Review Board to review the sculpture and its location outside the library, and Marla and Jamie will begin the application process. Marla and Jamie will also meet with the landscape artist and Jose Soliva, the Chair of the Design Review Board, before presenting to the DRB. A request for funds to pay for the landscape architect and the DRB application was made by Jamie. Ann R. moved (Ann H. seconded) a motion to request \$3,150 from State Aid to pay for design services and complete the application for the Design Review Board. The Trustees, polled individually, unanimously approved the motion.

- **Annual Report**

Ann H. and Jamie have been working with Elise to put together a draft of the "Report to the Community" which is an update for the Wellesley community on what has been happening at the library. The mailing of this report is targeted for this fall.

- **Sunday, June 26 Request**

Although opening the library on Sunday, June 26th was not in the FY22 budget, operating

funds are available for this additional Sunday. A vote by the Trustees to use the funds to keep the library open for Sunday, June 26 was required. Ann R. moved (Ann H. seconded) that the library will remain open on June 26 given the library has the funds to do so. The Trustees, polled individually, unanimously approved the motion.

10. Gift Acceptance

\$37.31 from the library cash register has been collected as donation money to the Director’s Fund from library patrons over the past quarter. Diane S. moved (Ann R. seconded) that the Trustees accept the anonymous gift of \$37.31 to the Directors Fund. The Trustees, polled individually, unanimously approved the motion.

11. New Business

Linshi gave a brief update on the Innovation Committee meeting which took place this past month. She explained her idea to rank new technology initiatives by feasibility, desirability and affordability with the new IC members and her grading matrix is being adopted by the IC.

ADJOURNMENT

Ann R. moved (Ann H. seconded) to adjourn. The Trustees, polled individually, unanimously approved the motion. The meeting adjourned at 8:08 PM. The next regular meeting will be tentatively scheduled for July 11th.

Respectfully submitted,

Ann Rappaport, Secretary, WFL Board of Trustees

Date: _____

LIST of DOCUMENTS

- 1: Minutes of May 9th Meeting Draft
- 2: Foundation Nominees
- 3: Letter of Intent Draft
- 4: Gift Agreement Draft

JOD 06/15/2022, AWR 6/27/2022, Approved 7/11/2022