

1 **Wellesley Free Library**
2 **Board of Library Trustees**
3 **Arnold Room**
4 **Meeting Minutes**
5 **Monday, November 4, 2019**
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8 **Present:** Marla Robinson, Chair; Ann Howley, Vice chair; Ann-Mara Lanza, Secretary;
9 Ann Rappaport, Diane Savage, Maura Murphy Trustees; Jamie Jurgensen, Library
10 Director; Elise MacLennan, Assistant Director.
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12 **Also present:** Linda Wilkins, Director of the WFL Foundation Board.
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14 **Absent:** Inna Ivers, IT Director; Betsy Roberti, Advisory liaison.
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18 **CALL TO ORDER**

19 The meeting was called to order at 9:20 AM.
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21 **CITIZEN COMMENT**

22 None.
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24 **ITEMS**
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26 **1. Minutes**

27 Ann H. moved (Ann R. seconded) to approve the minutes of October 7, 2019
28 and the minutes of October 23, 2019 as amended. The minutes were approved
29 unanimously.
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31 **2. Director's Report**

- 32 • Jamie spoke about the Library losing a full time employee and having two
33 part time positions available.
- 34 • There will be online training from November to December for the
35 employees working directly with Kronos.
- 36 • Irrigation has been installed in the Fells; presently the landscape is being
37 winterized.
- 38 • The Library program for senior citizens, "Will I Stay or Go", which
39 discussed housing options (stay at home or move to senior living
40 housing), was a success. We received great feedback on this program.

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- The short story dispenser will be available to the public October 31, 2019. The Townsfolk had a wonderful photo of Donor Gordon Kingsley with the short story dispenser.
 - Upcoming programs in the Wakelin Room in November are the Nutcracker Ballet Dancers and the Tiny Totes Sewing with Emma Weiler who makes beautiful tote bags. All sewing machines and materials are supplied by the Library.

49 **3. Foundation Update**

50 **Linda Wilkins, Foundation Director** discussed two current open positions on
51 the Foundation Board, which need to be filled as soon as possible.
52 She gave a brief summary of the recent Brews and Books event that had been
53 very successful as well as an update on the capital campaign planning which is
54 moving ahead. Cynthia Strauss, Foundation Director, has agreed to chair the
55 campaign.

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57 **4. Operating Budget**

58 The Trustees discussed the various options which includes the 16 hour
59 technology assistant, the start of the Fells phasing and the Office 365 that
60 Jamie presented relative to the operating budget. There was a consensus on
61 draft 2a of FY21 pyramid budget list. Trustees will vote the FY21 operating
62 budget at the December 4 meeting.

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65 **5. Photovoltaic Update**

66 Trustees reviewed a rough draft from FMD that showed the possible option for
67 photovoltaic panels on the Main Library roof. The draft shows a potential of
68 10,900'sq ft. of panels, which would produce approximately 165-kilo watts per
69 year. Discussions will continue with the MLP and FMD.

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71 **6. Parking Lot Sign**

72 The Trustees reviewed a sign used by another town to discourage parking by
73 people not using the library. No decision was made. Further consideration will
74 be given to creating and installing of the sign.

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76 **7. Policy review**

77 **Citizens participation at Board Meetings**

78 Trustees reviewed and edited the draft, which will return for a vote at the
79 December 4 meeting.

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8. SBC Update

Advisory is writing their report on the Hunnewell School project for Special Town Meeting in December. The Trustees discussed the importance of having library parking concerns included and will reach out to Betsy Roberti, Advisory Liaison to relay these concerns.

9. New Business

10. Topics not reasonably anticipated by the Chair prior to posting

ADJOURNMENT

Maura moved (Diane seconded) to adjourn at 12:10 PM. The motion was approved unanimously.

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

LIST OF DOCUMENTS

1. Minutes
2. Director's Report
3. Operating Budget
4. Photovoltaic Update
5. Parking Lot Sign
6. Policy Review

DD11/12/19