

**Weston Public Library  
Board of Trustees**

**Meeting Minutes** *September 13, 2021*

**In Attendance**

- Jenn Warner, Director
- Alli Palmgren, Assistant Director
- (Linda DeLaney, Trustee: resigned 8/31)
- Emily Hutcheson, Secretary
- Joe Mullin, Trustee
- Julie Panagakos, Vice-Chair(via phone)
- Susan Scott, Chair
- Chris Welles, Trustee
- Cecily Cassum, AIC Board Chair
- Camille Schmidek, FWPL President

The meeting was called to order by Susan Scott at 9:34 AM.

**Approval of minutes**

- **Motion:** to approve the minutes of August 10, 2021 by Joe Mullin. **Second:** by Chris Welles. **Motion approved unanimously.**

**Director's report**

- The transition to school being back in session has been smooth, with heavy traffic from Field School pickups limited to about 20 minutes between 2 and 2:30.
- The three new Bibliotheca self-check stations are installed and working well. The one in Youth Services has been especially well received, with over 50 patrons per day using it.
- Jenn reported that the family of James Messing agreed to expand the use of the funds left in his name for the purchase of DVD's such as the Great Courses series, and to expand the subject areas beyond just history to include art, music, photography, business and technology.
- The Middlesex County Beekeepers Association will partner with the Library to make a selection of their books available to the public.
- The tent on the front lawn has been used so much that Jenn is considering extending the rental through the end of October.
- Alli went over statistical highlights of FY 2021, including the fact that even though our eLibrary resources are booming (up 28% this year), physical items still make up 82% of our checkouts. And that kids under 18 (only a third of our population) account for 51.3% of our checkouts.
- We all expressed our gratitude to Linda DeLaney for her steady, competent service on the Board. We wish her well!

**AIC report** (Cecily Cassum)

- The marketing push continues, including the publication of a robust e-catalogue, the hiring of a social media firm, and finding new ways to advertise the rental spaces.
- The Fresh Start Auction will start on October 21; donations are now being solicited.
- The AIC is hoping to become a chapter of e-NABLE, and organization that makes prosthetic hands using a 3D printer.

**Trustee vacancy discussion**

- The Board vacancy is advertised and will remain so until the end of September.
- A discussion took place focussing on our wish to create well-rounded Board that is representative of the community.

- At our next meeting on October 4, we will finalize our list of questions and review a process to follow.

#### **Pavilion discussion**

- Julie reported the latest cost estimates from Greg Kishko, which are now over \$500,000.
- Jenn will clarify with Dario Demare exactly what we owe him for the feasibility study, and to ask for a final report.
- **Motion:** by Joe Mullin, to table the outdoor meeting space proposal until a time when construction costs are more affordable. **Second:** by Chris Welles. **Motion passed unanimously by roll call.**

#### **Financial planning discussion**

- Susan and Jenn reported on a meeting they attended with the Commissioners of Trust Funds.
- Joe suggested that we ask Town Counsel to confirm that we can spend our trust funds on ongoing operations costs related to the library.

**Next meeting: October 4, 2021 at 9:30AM**

**Adjournment:** Chris Welles moved to adjourn at 10:58AM

Respectfully submitted,  
Emily Hutcheson, secretary