

Waltham Public Library
Waltham, Massachusetts
Trustees' Meeting
Thursday, May 4, 2023

Present

Mr. Alan Humbert, Ms. Maureen Taddeo, Ms. Marina Bartley,
Ms. Martha Creedon, Ms. Kelly Linehan, Director

Mr. Humbert welcomed the Trustees to the May Trustees' Meeting of the Waltham Public Library and called the meeting to order in the Trustees' Room of the Library at 1:04 p.m.

Minutes of previous meeting

The Minutes of the regular Trustees' Meeting, held on April 6, 2023, were reviewed.

Mr. Mann moved to approve the Minutes. Ms. Creedon seconded the motion and the Trustees voted to approve.

Expenditure Report

Ms. Linehan reviewed the Expenditure Report for the period 7/01/2022 to 4/30/23.

Budget remains on track.

Ms. Creedon moved to place the Expenditure Report on file. Ms. Taddeo seconded the motion and the Trustees voted to place the report on file.

Report on Library Operations

Circulations Statistics Report

April stats not available at the time of this meeting.

Operational Statistics Report

Ms. Linehan noted that numbers continue to approach pre-COVID numbers.

Personnel

No updates at this time.

MLN

No updates at this time.

Friends Report

No updates at this time.

New Business

- PIE Room is being changed to a new theme: The Fire Department. Should be ready to go by the end of the school year, in time for Summer Reading!
- The Children's Room is working to set up visits at each school in Waltham to promote summer reading.
- Ms. Linehan is considering temporary closing meeting room spaces for the public due to the inconsistent HVAC system. She will meet with Dept Heads to put a tentative plan in place in two weeks.

- WPL was able to upgrade the internet speed for a nominal fee through Minuteman and has taken advantage of the deal.
- The Mayor has approved the WPL investigating the potential of a renovation grant through the Mass Board of Library Commissioners and approved the purchase of a Bookmobile.
- Ms. Linehan announced that our second check from our State Aid Award has been distributed, with Waltham receiving a total of \$125,000 this year.
- Boston Modern Quilt Guild is displaying a fantastic collection of mini-quilts made by quilters and based on the Dewey Decimal classification system – they’re charming and worth a visit to the second floor of the WPL!

Budget

- Mr. Humbert and Ms. Linehan met with the Mayor and City Auditor for a preliminary budget meeting.

Unfinished Business

Long Range/Strategic Planning

Ms. Linehan will share a draft of the strategic plan with the Trustees for their input. Hope to get a copy live for June 1.

Trustees Bylaws

Ms. Bartley made a motion to remove/strike in Article III, Section IV, “longest serving” portion, removing “The vice chair shall be the senior most member of the board that is not serving as chair.”

The motion was seconded by Ms. Taddeo and the Trustees voted to accept.

Policy Review:

Trustees were given 5 public service related library policies for review with a plan to discuss, amend and/or accept them at the next Trustees meeting.

Adjournment

Mr. Mann made the motion to adjourn the April meeting at 1:50 p.m. Ms. Taddeo seconded the motion and the Trustees approved the action unanimously.

The next scheduled Trustees’ Meeting will be held on Thursday, June 8 at 1:00 pm.

Submitted by Kelly Linehan, Library Director