



**Board of Library Trustees Meeting
Tuesday, April 1, 2025 at 7:00 PM
Raya Stern Trustees Room - Watertown Free Public
Library
123 Main Street, Watertown, Massachusetts 02472**

Minutes

Documents used and/or referred to during this meeting include the following: March 2025 Meeting Minutes; FY25 Year to Date Budget Report; FY25 Funds and Grants; FY 25 Griffin Fund Report; Burke Fund Report; FY25 HATCH Summary; Donations; Director's Report; Grant Applications

1. Call to Order @ 7:03PM
 - a. Roll call: Chair Hammonds, Trustee Young, Trustee Kokoros, Trustee Su, Trustee Keary, Trustee Murphy-Holroyd, Director Long, and Assistant Direct Maturevich.
2. Secretary's Report
 - a. Minutes of March 4, 2025 Meeting
 - i. Motion to approve minutes postponed until next month
3. Public Forum
 - a. None were present.
4. Financial Report
 - a. FY25 Budget
 - i. Motion to approve the financial report by Trustee Keary, seconded by Trustee Young; motion passed unanimously.
 - b. Consideration and Action on Acceptance of Donations
 - i. Motion to approve the acceptance of donations by Trustee Kokoros, seconded by Trustee Trustee Murphy-Holroyd; motion passed unanimously.
5. Chair's Report
 - a. The Trustees will begin the process of reviewing the director review in May. With the plans to provide our review feedback in June.
 - b. ALA – National Library Week is April 6, 2025, with Take Actions for Libraries Day on April 10, 2025.
6. Director's Report
 - a. General Updates
 - b. Hatch updates
 - c. Mobile app for the library upcoming, LiDA
 - d. Circulation updates, spine updates
 - e. Children's department updates
 - f. Program updates
 - g. Community event updates
 - h. Grant submission updates
 - i. Boiler failure damage updates
 - j. Server migration updates
 - k. Personnel updates
 - l. Wayfinding updates

7. Old Business

- a. O'Some Updates
 - i. Almost ready to open
 - ii. Vending machine set up

- b. LaSalle Photographs Update
 - i. Appraisal is completed for insurance
 - ii. Confirmed mounting location
- c. Budget Update
 - i. 4/8/25 City Council will meet to discuss budget
 - ii. Director Long encouraged trustees to attend
- d. Strategic Plan Update
 - i. Draft from department head presented
 - ii. Director Long will prepare an updated document for the next meeting

8. New Business

- a. Consideration and Action on Grant Applications
 - i. Watertown Community Foundation Grant
 - 1. No vote needed, statement of support from Trustees
 - 2. Support of the application to support Pride event by Trustee Keary, seconded by Trustee Young.
 - ii. Marshall Home Fund Grant
 - 1. Motion to approve the application for the MHF by Trustee Kokoros, seconded Trustee Keary; motion passed unanimously
 - iii. MBLC Explore LSTA Grant
 - 1. Motion to approve the application for the MBLC grant by Trustee Murphy Holroyd, seconded by Trustee Young; motion passed unanimously

9. Requests for Information and Responses

- a. None

10. Dates of next meetings

- a. May 6, 2025, 7PM
- b. June 3, 2025, 7PM

11. Executive Session

- a. Enter into Executive Session Pursuant to G.L. c. 30A, sec. 21(A)(2), To Conduct Strategy Sessions in Preparation for Negotiations with Nonunion Personnel or to Conduct Collective Bargaining Sessions or Contract Negotiations with Nonunion Personnel - Library Director. Not to return to open session.
 - i. Motion to enter into executive session by Trustee Keary, seconded Trustee Kokoros; motion passed by roll call.

12. Adjournment @9:13PM

- a. Motion to adjourn by Trustee Murphy-Holroyd, seconded by Trustee Kokoros; motion passed by roll call.