



**Board of Library Trustees Meeting**  
**Thursday, September 4, 2025 at 7:00 PM**  
**Council Chambers - Watertown City Hall**  
**149 Main Street, Watertown, Massachusetts 02472**

**Minutes**

Documents used and/or referred to during this meeting include the following: June 2025 Meeting Minutes; FY26 Year to Date Budget Report; FY25 and FY26 Budget Comparisons; FY26 Griffin Fund Report; Burke Fund Report; FY26 HATCH Summary; Donations; Director's Report; Director's Annual Review; Watertown Cultural Grant Intention; Request for Fund Transfers

1. Call to Order at 7:00PM
  - a. Present by roll call: Director Long, Assistant Director Maturevich, Chair Hammonds, Trustee Young, Trustee Kokoros, Trustee Su, Trustee Keary.
  - b. Not present: Trustee Murphy-Holroyd
2. Secretary's Report
  - a. Minutes of July 31, 2025
    - i. Some edits to sections 3a, 3c, 4a, and 11
  - b. Motion to pass minutes as amended by Trustee Young, seconded by Trustee Kokoros, motion passed unanimously.
3. Public Forum
  - a. Rachel Kay, Watertown resident, expressed frustration in the reconsideration process and about feeling unsafe in the library.
4. Financial Report
  - a. FY26 Budget – Trustee Kokoros expressed we are right on target for the budget.
  - b. Burke Fund Report
  - c. HATCH Financials
    - i. Motion to approve the financial report by Trustee Keary, seconded by Trustee Young, motion passed unanimously.
  - d. Consideration and Action on Acceptance of Donations
    - i. Received a total of \$240. \$15 from Kimberly and Brandon Fran, \$50 from Marian Kowalski, and \$175 from Not Your Average Joes through Pride 2025 Committee.
    - ii. Received a Lewandos sign by John Edgar.
    - iii. Received local history photographs from David Russo.
    - iv. Motion to accept the local history photographs, Lewandos sign, and the \$240 donations by Trustee Su, seconded by Trustee Keary, motion passed unanimously.
5. Chair's Report
  - a. There are no updates from Chair.
6. Director's Report
  - a. General Updates

- i. July had the 2<sup>nd</sup> highest library card signup since Covid, which seems to be correlated to the You Belong campaign.
- ii. Challenges with the Sierra system at the moment.
- iii. Updates re: the Harriet Hosmer tools and portrait – about to be sent out for the exhibition.
- iv. The library will lead the Pride event coordination next year.
- v. Summer reading had a more unified theme this year, the departments worked collaboratively and brought the community together. It seemed well received and the activity level was high this summer.
- vi. Project Literacy updates – Kim praised Kate Philipson of WPS for being inclusive of Project Literacy in school programs.
- vii. Facility updates:
  - a. ADA door repaired
  - b. Changing Zoom-based phones
  - c. Updates on PA system
- viii. One of the temps was hired as a part-time reference librarian.
- ix. There have been two staff departures.
- x. Trustee Su asked about the status of the Wayside social services person that has been at the library, and Kim is hoping that she will be available all year.
- xi. Trustee Young praised the summer reading collaborative efforts and the increase of library cards sign-up.
- xii. Trustee Hammonds praised the Project Literacy collaboration with Watertown Public School.

7. Old Business

a. Library Director Review

- i. Director Long is doing a wonderful job, all her scores were highly rated.
- ii. Trustee Keary, Trustee Young, Trustee Kokoros, Trustee Su, and Chair Hammonds each spoke about their appreciation of Director Long's great work this year.
- iii. Director Long thanked her team for all the work they do, and the Trustees for being supportive of her.
- iv. Chair Hammonds if any modifications may be needed for future reviews. Suggestions were made to make it shorter, or change the rating from 1-10 instead of 1-4.

8. New Business

a. Consideration and Action on Watertown Cultural Council Grant

- i. Director Long would like to apply for \$1,000 in grant through the Watertown Cultural Council Grant for the 2026 Pride Event,
- ii. Motion to apply \$1,000 for the Watertown Cultural Council Grant by Trustee Young, seconded by Trustee Su, motion passed unanimously.

b. Consideration and Action on Committee Expense Purchases \$1,000 transfer from the trustee fund to fund the hygiene station for the year.

- i. Motion to approve the transfer of \$1,000 from the trustee fund to fund the hygiene station by Trustee Keary, seconded by Trustee Young, motion passed unanimously.

9. Requests for Information and Responses

- a. There were no requests.

10. Date of next meeting

- a. October 7, 2025 – Tuesday
- b. November 6, 2025 – Thursday

11. Adjournment @7:40PM

- a. Motion to adjourn the meeting by Trustee Keary, seconded by Kokoros, motion passed unanimously.