



CITY OF WATERTOWN
Board of Library Trustees
Watertown Savings Bank Meeting Room

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this public hearing of the Watertown Free Public Library Board of Trustees is being conducted in-person and via remote participation with public access provided as follows:

BOARD OF LIBRARY TRUSTEES MEETING
TUESDAY, MARCH 1, 2022 AT 6:30 PM
WATERTOWN SAVINGS BANK MEETING ROOM
MEETING MINUTES

ACCESS INFORMATION:

- A. The Public may join the virtual meeting online: Join Zoom Meeting
<https://us02web.zoom.us/j/81321493972?pwd=SWZtZzlCdENrV2dlWW85Q3RITYUZ4Zz09>
Meeting ID: 813 2149 3972
Passcode: 843926
- B. Public may join the virtual meeting audio only by phone: 929-205-6099 and enter Meeting ID: 813 2149 3972 and Passcode: 843926

1. Call to Order @ 6:35 PM

Roll Call: Trustee Young, Caitlin Browne Interim Director, Trustee Su, Trustee Keary, Chair Hammonds, Trustee Kokoros

2. Secretary's Report

- A. Minutes of February 1, 2022 Meeting- amendments discussed

B. Minutes of February 4, 2022 Meeting-amendments discussed

Motion to approve amendments to Meeting Minutes from 2/1/22 and 2/4/22 with amendments; seconded; passed unanimously

3. Public Forum

- No comments

4. Red Leaf Café Update

- no updates

5. Financial Report

A. FY22 Budget

- YTD overview: Expenditures: \$2,035,413.91; Incumbencies: \$289,176.77; Current Available Budget: \$1,144,141; Spent 67.1% of Fiscal Year budget

B. Burke Fund Report

- \$7,233 currently available

C. HATCH Financials

- \$8,757 currently available

Motion to accept financial report as read; seconded, passed unanimously

D. Consideration and Action on Acceptance of Donations

- \$9,000 from various donors for Bookmobile in honor of Leone Cole
- \$4,471 from Friends of Project literacy for a Project Literacy Beginners Class

E. Programming Librarian accepted position to start in May

Motion to accept donations as listed in the memo from Caitlin Browne dated 2/24/22; seconded, passed unanimously

6. Chair's Report

- Review of meeting with Tom Tracy with Chair Hammonds and Interim Director Browne

7. Director's Report

A. Project Literacy Clarification for FY23 Request for Additional Funding

- Would still need an additional \$12,000 to cover for the remainder of this grant cycle in addition to Friends of Project Literacy

B. Locker Update

- Locker pickup fully functional, curbside tent removed

C. Bookmobile Updates

- \$218,525 in donations and what was designated as special funds
- \$25,000 anonymous donation to the Building Committee
- \$211,564.60 (total cost of Bookmobile)
- Tentative completion date for mid-May, possible late spring, early June

D. Consideration and Action on Staff Day

- Request for library closure on Wed. 4/27 from 9AM-2 PM Wed. for staff professional development and request \$750 from Pierce Fund to cover food
- Will publicize closure in newsletter, e-newsletter, social media
- Motion to close the library from 9AM-2 PM Wed. 4/27/22 for staff professional development; seconded; passed unanimously
- Motion to authorize \$750 from the Pierce Fund for staff development on 4/27/22; seconded; passed unanimously

E. Consideration and Action on Pride Flag in the month of June

- Carey Conkey-Finn, Teen Services Supervisor, has been working on a celebration on Saturday, 6/4
- Request to raise Pride flag for the month of June
- Motion to express support that WFPL raise the Pride Flag on the library flag pole for the month of June; seconded; passed unanimously
- Motion to retroactively approve the submission of the grant application through Mass Cultural Council for \$1500; seconded; passed unanimously

- F. Consideration and Action on Massachusetts Cultural Grant for Watertown Pride Extravaganza
 - Applying for 2 grants for 6/4 event in Saltonstall Park
 - \$1500 through Mass Cultural Council specifically for festivals
 - Forthcoming in April: Watertown Community Foundation for full \$5,000
 - Motion to retroactively approve the submission of the grant application through Mass Cultural Council for \$1500; seconded; passed unanimously
- G. Consideration and Action to apply for John Cotton Dana Library Public Relations Award
 - Awarded to 8 libraries, comes with \$10,000 cash prize that WFPL would use part of to help with event marketing and promotion specifically for the Zinefest
 - Motion to approve WFPL to apply for John Cotton Dana Library Public Relations Award for \$10,000; seconded; passed unanimously

8. Old Business

- none to report

9. New Business

A. Consideration and Action on Intellectual Freedom at the WFPL

- WFPL's Commitment to intellectual freedom and review of role of Library Trustees in any challenges to books or material
- Banned Books week is every September, WFPL will have a display
- Future consideration to review policy around who can contest or request book censorship

10. Library Director Search

A. Consideration and Action on Screening Committee Applicants

Discussion of staff and community members for Library Director Search Committee

- Motion to authorize Chair Hammonds to offer staff library search committee positions to Aimee Lambert and Stephanie Freuh for director search committee; seconded; passed unanimously
- Motion to authorize Chair Hammonds to email the following people for an interview for community member library director search positions: Lauren Syer, Anna Krieger, Sheila Krishnan, Caliandra Burstein, Inbal Alon, Julia Finley, and Pat Rathbone; seconded; passed unanimously

11. Requests for Information and Responses

- None

12. Dates of next meetings:

- March 15, 2022 @ 7 PM in person at WFPL for community member library director search committee positions; date later changed to March 16, 2022 @ 7 PM due to scheduling
- April 5, 2022 @ 7 PM in person at WFPL for regularly monthly meeting

13. Adjournment

- Motion to adjourn; seconded; passed unanimously
- Adjournment at 8 PM