



CITY OF WATERTOWN

Board of Library Trustees

Watertown Savings Bank Meeting Room

BOARD OF LIBRARY TRUSTEES MEETING

TUESDAY, OCTOBER 4, 2022 AT 7:00 PM

WATERTOWN SAVINGS BANK MEETING ROOM

MEETING MINUTES

1. Call to Order @ 7:02 PM

Present: Chair Hammonds, Vice Chair Ferguson, Trustee Kokoros, Trustee Su, Trustee Keary, Director Browne, Assistant Director Maturevich

Documents used and/or referred to during the meeting include the following: September 7, 2022 Meeting Minutes; FY23 Year to Date Budget Report; FY23 Funds and Grants; Griffin Fund Report; Burke Fund Report; FY23 HATCH Summary; Donations Memo from Director Browne; Request to Transfer Funds Memo from Director Browne; HATCH refreshments request Memo from Director Browne, Director's Report Memo from Director Browne, Allie Fry CV; Amelia Young CV; Quincy Knapp CV; Watertown WFPL 2023 Massachusetts Annual Report Information Survey (ARIS); Watertown Collective Memory Project Call for Volunteers Flyer; Changes to Reconsideration of Library Material; Library Director Evaluation Outline; Request from Liz Helfer on behalf of Watertown Public Arts and Culture Commission for After Hours Event; Mass Cultural Council Grant application for PRIDE

2. Secretary's Report

A. Minutes of September 7, 2022

Motion to approve Minutes of September 7, 2022; seconded; passed unanimously

3. Public Forum: no comment

4. Red Leaf Café Update

- Donald renewing safety exams, renewal every 5 years; business in cafe has been brisk this year and improving as the year goes on; increase in costs of products, food, and supplies. Need to prioritize personal health and self-care in order to sustain business. A lot of continued support from WFPL staff and patrons.

5. Financial Report

A. FY23 Budget

B. Burke Fund Report

C. HATCH Financials

Motion to approve financial report as written; seconded; passed unanimously

D. Consideration and Action on Acceptance of Donations

Motion to accept 3 donations received in September (\$1,000 from WPS for Project Literacy Parent Summer Classes; \$10 from Margaret Pierce; \$2,000 from the Friends of Project Literacy); seconded; passed unanimously

E. Consideration and Action to Provide Refreshments for Hatch Volunteer Event

Motion to approve \$200 for HATCH Volunteer Event; seconded; passed unanimously

6. Chair's Report

- Welcome Assistant Director Theresa Maturevich
- City Council meets next week with new City Manager, meet and greet at 6 PM, meeting at 7 PM
- Previously scheduled trustees trainings were canceled likely due to COVID reasons

7. Director's Report

- Refer to Director's Report for detailed summary

8. Old Business

- None

9. New Business

A. Consideration and Action on Collection Development Policy

- Motion to accept updated Consideration and Action on Collection Development Policy; seconded; passed unanimously

B. Consideration and Action on Request from Watertown Public Arts and Culture Committee

- Director Browne will draft a detailed agreement for the Public Arts and Culture Event proposed for January 2023 to be discussed and voted on at November 2022 WFPL Library Trustees Meeting

C. - Watertown Cultural Council application for 2023 WFPL Pride

- Motion to approve grant application to Watertown Cultural Council for 2023 PRIDE event; seconded; passed unanimously

10. Requests for Information and Responses: none

11. Date of next meeting: Tuesday, November 1, 2022 @ 7 PM

12. Adjournment @ 8:06 PM

Motion to adjourn; seconded; passed unanimously