



Board of Library Trustees Meeting

Wednesday, July 5, 2023 at 7:00 PM

Raya Stern Trustees Room

MEETING MINUTES

1. Call to Order @ 7:05 PM

Roll Call: Chair Hammonds, Trustee Young, Trustee Ferguson, Assistant Director Maturervich, Director Browne, Trustee Kokoros, Trustee Su, Trustee Keary

Documents used and/or referred to during this meeting: FY23 Year to Date Budget Report; FY23 Funds and Grants; Griffin Fund Report; Burke Fund Report; FY23 Hatch Summary; Director Browne Memo re: Donations; Director's Report; Kirsten Hansen cover letter and resume; Alexander Mah cover letter and resume; Monica Albuixech cover letter and resume

2. Secretary's Report-no update
3. Public Forum-no comments
4. Financial Report
 - A. FY23 Budget
 - B. Burke Fund Report
 - C. HATCH Financials
 - Motion to accept financial report as read; seconded; passed unanimously
 - D. Consideration and Action on Acceptance of Donations
 - Motion to approve acceptance of donations; seconded; passed unanimously
5. Chair's Report
 - Well wishes for Director Browne as this is her last Trustees meeting
6. Director's Report
 - A. General Updates
 - B. New Staff Introductions
 - Kirsten Hansen, Outreach Librarian
 - Alexander Mah, Library Technology Operations Assistant
 - Monica Albuixech, new Hatch Makerspace Assistant (not present, will likely attend the next meeting to introduce self)
 - C. Community Collaborations
 - D. Facilities
 - E. Watertown Collective Memory Project-still going; residents are encouraged to volunteer if they'd like to sign up to interview participants or be interviewed
7. Director Search
 - A. Update from Preliminary Screening Committee

- Motion to approve the use of Trustees Expense Line to reimburse up to \$800 for travel and lodging expenses for an out-of-state Library Director Finalist; seconded; passed unanimously

B. Consideration and Action on Dates, Location, and Format for Finalist Interviews

- Proposed dates for candidates announcement, candidate tours, and vote schedule:
- Announcement of candidates Monday, July 10th (special meeting)
- Candidate tours Tuesday, July 11th and Wednesday, July 12th
- Candidate interviews (in one evening) Thursday July 13th (special meeting)
- Vote on Monday July 17th (special meeting)

C. Consideration and Action to Appoint Interim Library Director

- Motion to appoint Assistant Director Theresa Maturervich as Interim Library Director starting July 8, 2023; seconded; passed unanimously

8. Old Business: none

9. New Business: none

10. Requests for Information and Responses: none

11. Date of next meeting: Possibly July 10th @ 7 PM via Zoom for special meeting; next regular meeting Tuesday, August 1st, 2023 @ 7 PM in person

12. Adjournment

- Motion to adjourn; seconded; passed unanimously @ 8:12 PM