



Board of Library Trustees Meeting
Wednesday, October 11, 2023 at 7:00 PM
Lower Hearing Room
149 Main Street, Watertown, Massachusetts 02472

MEETING MINUTES

Documents used and/or referred to during this meeting include the following: Meeting minutes from July 25, 2023, July 27, 2023, August 1, 2023, August 3, 2023, and September 7, 2023; FY24 Year to Date Budget; Watertown Free Public Library Expenditure Breakdown FY24; FY24 Funds and Grants; Griffin Fund Report; Burke Fund Report; FY24 HATCH Summary; Donations Memo; Director's Report;

1. Call to Order @ 7:01 PM
Roll Call: Director Hewitt, Assistant Director Maturevich, Trustee Su, Trustee Young, Chair Hammonds, Trustee Kokoros, Trustee Keary
2. Secretary's Report
 - A. Minutes of July 25, 2023 Meeting
 - B. Minutes of July 27, 2023 Meeting
 - C. Minutes of August 1, 2023 Meeting
 - D. Minutes of August 3, 2023 Meeting
 - E. Minutes of September 7, 2023 Meeting
 - Motion to accept all minutes as amended; seconded; passed unanimously
3. Public Forum
 - none
4. Financial Report
 - A. FY24 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 accept \$500 donation; seconded; passed unanimously
5. Chair's Report
 - A. Save the date - upcoming meetings for Watertown Square Area Plan Launch Event on October 17th and Design Charrettes on November 28-30th
 - B. Discussion regarding officer positions for next year
6. Director's Report
 - A. General Updates
 7. Old Business
 - A. Consideration and vote to approve letter of support regarding the Community Preservation Committee application for North Branch Library site
 - Table this issue until further notice
 - B. Consideration and vote to approve using funds from Trustee Expenses to send flower arrangement to former director in recognition of her years of service

- Motion to approve up to \$350 of Library Trustee Expenses to commission a painting for former Director Browne; seconded; passed unanimously
- 8. New Business
 - A. Consideration and Action on Watertown Cultural Council Grant Application
 - Motion to approve the Teen Arts grant from the Watertown Cultural Council grant application; seconded; passed unanimously
 - B. Consideration and Action on funding for Staff Day refreshments
 - Motion to approve the use of \$850 from the Pierce Fund to cover costs for lunch, snacks, and beverages during Staff Day on October 25, 2023; seconded approved unanimously
 - C. Consideration and Action on Library Director Contract
 - Motion to approve Library Director Contract as signed with an agreed upon salary of \$122,881.19; seconded; passed unanimously
- 9. Requests for Information and Responses
 - none
- 10. Date of next meeting
 - Wednesday, Nov. 8th @ 7 PM, Location TBD
 - Tuesday, Dec. 12th @ 7 PM in Raya Stern Trustees Room
- 11. Adjournment
 - Motion to adjourn; seconded; passed unanimously