



Board of Library Trustees Meeting

Tuesday, February 6, 2024 at 7:00 PM

Raya Stern Trustees Room - Watertown Free Public Library

123 Main Street, Watertown, MA 02472

Minutes

Documents used and/or referred to during this meeting include the following: Meeting Minutes from January meeting; FY24 Year to Date Budget Report; FY24 Funds and Grants; FY24 Griffin Fund Report; Burke Fund Report; FY24 HATCH Summary; New staff cover letters and resumes; Director's Report; draft RFP for library café; request memo for the use of McCall Fund

1. Call to Order @ 7:05PM
 - a. Roll call attendance: Chair Hammonds, Trustee Su, Trustee Kokoros, Trustee Murphy-Holroyd, Trustee Young, Trustee Keary, Director Hewitt, Assistant Director Maturevich
2. Director's new staff introductions
 - a. History librarian
 - b. Digital services librarian
 - c. Circulation librarian
3. Secretary's reports
 - a. December 12, 2023 Meeting Minutes
 - b. January 10, 2024 Meeting Minutes
 - c. Motion to accept secretary's report; seconded; passed unanimously.
4. Public Forum
5. Financial report
 - a. Motion to accept financial report; seconded; passed unanimously.
6. Chair's Report
 - a. General updates
7. Director's Report
 - a. General Updates
8. Old business
 - a. None
9. New Business
 - a. Building Committee Updates
 - i. New appointment of Maja Young as a new building committee member.
 - b. Red Leaf Cafe RFP should be updated and issued soon. Review of interested vendors in July.

- i. Invite Donald to March meeting to provide financial updates.
- c. Legislative Breakfast Discussions
 - i. March 22, 8AM, at Watertown Savings Bank room
- d. Consideration and Action on use of \$2000 from McCall Fund for 1000 Books Before Kindergarten program.
 - i. Motion to accept the use of McCall Fund for program; seconded; passed unanimously.

10. Requests for Information and Responses

- a. None.

11. Date of next meeting: March 5, 2024, 7PM

12. Adjournment at 7:57PM

- a. Motion to adjourn; seconded; passed unanimously