

Draft

Hadley Public Library Trustees  
Meeting Minutes May 3, 2022  
Hadley Public Library

Present:

Alison Donta-Venman, Chair  
Alan Weinberg, Vice Chair  
David Moskin ( left after Conduct Policy Agenda Item)  
Maureen Devine  
Meghan Campbell, Secretary  
Jessica Kem (came after Roof Warranty Agenda Item)  
Patrick Borezo, Library Director  
Susan Mooring, guest  
Lynn Latham, guest  
Elizabeth and Tom Vachula, neighbors of the Library

Meeting Called to order: 7:00 PM

*A motion to approve the meeting minutes from April 12, 2022 was approved unanimously.*

**Building Project:**

Accessibility: no update

Roof Warranty: no update

Solar: Allison is trying to set up a meeting with Carolyn and Jessica.

Noise Complaint: Elizabeth and Tom Vachula joined the meeting to present a letter and formally discuss their noise complaint. The running of the building mechanical system has caused a significant disturbance to them over the last two years. Most disturbance is in the colder months when the heating system is running and at night when they are trying to sleep. A copy of the letter is included with the meeting minutes. The Trustees will reach out to the building engineer to see if there is a solution to this problem and they will discuss the next steps at the next meeting in June.

**Director's Report:**

Patrick received a quote for a Dell laptop computer for \$689.42. This computer will serve as the Library staff computer and will be connected to the OWL system to assist in meetings. It will be paid for using remaining FFE funds.

*A motion to approve \$689.42 for a Dell computer from FFE funds was approved unanimously.*

Patrick is requesting \$300 for plants to supplement areas of the grounds where plants are needed, particularly in front of the preschool window. Alison has volunteered to reach out to the Hopkins Academy Garden Club, which needs community service hours, to see if they would like to assist with weeding Library grounds.

*A motion to approve up to \$300 for plants using FFE funds was approved unanimously.*

Alan has been reviewing collections that have been in storage from the Goodwin, the North Hadley Library and the Young Men's Free Library. The books of historical value, and of special value to Hadley have been saved. The remaining collection has been looked at by Douglas Auctions. They have offered to auction the books for us or to give us a lump sum for the collection. As Director, Patrick holds authority over the Library's book collection. He will discuss his options with Linda Sanderson, the Town Treasurer.

The Library has faced an issue concerning theft of items by one particular person. The police are involved because of the significance of the theft, the state laws regarding the use another person's library card, and a possible mental health issue. Other town's police departments are also involved since the thefts occurred at multiple libraries. No action is needed at this time.

The Committee for Inclusion will be screening the film "High on the Hog" to celebrate the Juneteenth holiday. They have asked to use the Kate Nugent room for the screening on June 16th at 7 PM. Alan has volunteered to be present at the Library for the screening since it is after hours.

There is no news regarding the release of funds from the Charlotte Smith Bequest. Once the funds have been released, a meeting will be set up with the Community Foundation in order to clarify a process to the access to funds.

The Code of Conduct Policy Reading has been held off until the next meeting.

#### **Personnel Subcommittee:**

Maureen and Jessica have begun the process of reviewing the current system of evaluating the Director. Options include staying with the current number rating system, adding a narrative evaluation, adding goals and achievements, editing the rating to satisfactory/ unsatisfactory/ or don't know, and adding areas of concern and/or areas of excellence. They will return in July with a draft of a new form. They have decided to do the evaluation in October in order to have it completed by December in time for the end of the year budget.

#### **Donor Wall Notification Plan:**

Emails and letters have been sent out to those who qualify for the Founders Wall. There are approximately 130 Founders. The responses are due by June 1st. An email reminder will be sent out.

#### **Friends Update:**

In conjunction with the Senior Center, the Friends have organized an event for May 7, 2022 from 10 am- 2pm. The event includes a flower and plant sale, a bake sale, a book sale, a gift basket raffle, games, Lego club, and coffee.

The Friends established a scholarship opportunity for seniors at Hopkins Academy. They received a handful of applicants and will decide on the recipient at the next meeting.

#### **Honoring the Charlotte Smith Gift:**

The trustees are in discussions about how best to honor the gift from Charlotte Smith. They are generating ideas that are sustainable, ongoing, do not burden the staff, and honor the discretion of Ms Smith. Patrick, the staff, and the trustees will be looking into finding out more

about Ms Smith and her interests. They have become aware that she worked in the field of Math and Science. An ongoing program made possible by Charlotte Smith for young people that introduced concepts and fun activities in STEM, is one idea of ways to honor her and would benefit the Library and the community at large. Other ideas include a book club in her name, naming opportunities, trees and gardens, a sculpture or fountain, and an author series.

**Votes:**

*A motion to approve the meeting minutes from April 12, 2022 was approved unanimously.*

*A motion to approve \$689.42 for a Dell computer from FFE funds was approved unanimously.*

*A motion to approve up to \$300 for plants using FFE funds was approved unanimously.*

Meeting Adjourned: 8:54 PM

Next Meeting: TBD

Respectfully submitted,  
Meghan Campbell, Secretary