

Milton Public Library

Board of Trustee Meeting Minutes

June 6, 2022

Due to COVID-19, the board met virtually and there is no physical location for this meeting. The Milton Library and Trustees provided the public with meeting information.

Present: Beth Bouchard – Treasurer, Ela Dupont – Secretary, Tracy Hughes – Vice President, Mike Thompson - member at large, Matthew Davis – Director. Public: none present.

Call to Order: The meeting was called to order at 6:01 p.m.

Agenda Adjustments: No agenda adjustments were made.

Public Forum: No members of the public were present at the meeting.

Approval of May 2022 Minutes: Ela Dupont motioned to accept library minutes from May 2022 as written. Mike Thompson seconded. None opposed. Motion carried.

Friend's Report: Jen Dooley, president of Friends of the Milton Public Library (FoMPL), is working with Matthew Davis to set up a tech suite account application to allow library to get improved rate on Microsoft Office suite of products for new computers.

Director's Report: Matthew Davis presented the director's report. Matthew and library staff have participated in one interview and have two more this week for the youth services librarian position. Matthew is reviewing the budget as end of fiscal year is coming June 30, 2022 and ordering necessary items as needed and as they fit in the budget. The furniture re-organization in the library is complete. Pratt and Smith electrical bill for work done on circulation desk and lighting has been paid. Public computers have been set up again. ARPA round 2 grant application was successful and may be used on permanent story walk with FoMPL providing the additional \$2000 needed above the grant funding for this project. If the funds are used for this the permanent storywalk items will need to be stored in a location until they can be put up. Uplift desk have arrived and are being assembled. Matthew and his staff are preparing for summer reading program. A staff meeting will be held tomorrow.

Staff Feedback: Staff would like library board meeting agenda published sooner. Tracy to discuss this with Lisa. Staff want to know why the board is meeting virtually. Board will meet in person in July unless something changes. Staff continue to express concern over not having a youth services librarian. Interviews for this position have occurred and two more scheduled this week. The staff expressed questions about the organization of the children's' section of the library. The section will be recategorized later but at this point the books are on the shelves to make space to begin the process of categorizing children's, juvenile, YA/Adult materials appropriately. The staff expressed concerns that all communication about library changes needs to be thoughtful, and Matthew agreed. The staff also expressed that people need to remain upbeat about the changes.

Treasurer's Report: Beth Bouchard reported on accounts at TD Bank.

New Business for Next Agenda: None noted at this time.

Adjournment: Tracy Hughes motioned to adjourn. Ela Dupont seconded. All in favor. Motion passed.
Meeting adjourned at 6:47 p.m.

The next Trustee Meeting date will be in July and will be determined by the board chair.

Minutes submitted by Secretary Ela Dupont.