



Minutes
The Flint Public Library Board of Trustees
Monday, February 14, 2022 7:00pm
1 South Main Street, Middleton, MA 01949

NOTE: This meeting was hybrid. It was both in-person and via ZOOM. Attendees may choose to attend in the manner that works best for them. For those who are not able to attend, meeting minutes and video recordings will be posted on the library and town website. The video recording can be viewed to see details about the meeting, Trustees' discussions and votes.

Board of Trustees Present: Melissa Stankus, Chairperson; Donna Bambury, George Cumming, Maria Paikos-Hantzis and Allison Sloan.

Others Present: Loretta Swift Johnson, Interim Library Director; Andrew Sheehan, Town Administrator; Annie Wilton, Friends of the Flint; Shirley Raynard, Paula Fee, Recording Secretary. A number of others joined the Zoom meeting for different lengths of time.

- A. Call to Order** - Ms. Stankus stated she was starting the recording. She called the Library Board of Trustees meeting to order at 7:04pm.
- B. Signing of Bills:** The bills were signed by at least three members of the Board of Trustees and were returned to Ms. Swift Johnson for processing.
- C. Minutes**
 1. After a brief discussion, *Ms. Paikos-Hantzis made a motion to accept the minutes as corrected from 1/10/22. Mr. Cumming seconded the motion and all were in favor.*
 2. After a brief discussion, *Ms. Paikos-Hantzis made a motion to accept and release the Executive Meeting minutes from 12/28/21 as corrected. Mr. Cumming seconded the motion and all were in favor.*
 3. After a brief discussion, *Ms. Paikos-Hantzis made a motion to accept and release the Executive Meeting minutes from 12/21/21 as corrected. Mr. Cumming seconded the motion and all were in favor.*
- D. Friends of the Flint (Annie Wilton, Liaison):**
 1. Ms. Wilton stated the 2021 Annual Campaign current balance is \$6,002 with 93 donations. Ten percent of the donors are new.
 2. February is Love Your Library Month. The Flint is holding the annual candy counting contest under the direction of Leslie Musiak. The Friends also give \$25 gift cards to all library staff.

3. Mugs with the library logo will be the gift for individuals who make a donation of \$50 or more. Ms. Wilton will send out thank you notes with coupons for the mugs.
4. Mr. Cumming gave the Friends the idea of using biodegradable plastic bags to protect books that are being signed out on inclement weather days. The bags can be reused several times and will be imprinted with the library logo and information.

E. Trustees' Report

1. FY23 Budget - Ms. Stankus oversaw a lengthy discussion on the FY23 Budget. Mr. Sheehan reviewed the budget process, including Town guidance to Department Heads requesting level funded budgets. *Ms. Bambury made a motion to accept the FY23 Budget as presented. Mr. Cumming seconded the motion and the vote was 3-2. The motion passed.*

2. Draft Policy #14: Selection Development Policy - Ms. Swift Johnson went through the changes to this policy that she believes are necessary to stay in front of the book challenges that are being seen around the country. There was a great deal of input by Trustees. It was decided to table further discussion of this policy until the next meeting, allowing time for Ms. Swift Johnson to make the requested changes.

F. Treasurer's Report

1. Mr. Cumming sent out a copy of the Treasurer's Report to the Trustees.
2. Mr. Cumming noted the earned interest in the bank accounts and the \$4,719.19 loss at Fidelity. He believes there will be a turnaround at Fidelity with a change in the market.
3. After a brief discussion, *Ms. Bambury made a motion to present one \$1,000 scholarship to a Masconomet student. Ms. Paikos-Hantzis seconded the motion and all were in favor.*

G. Interim Director's Report:

1. Ms. Stankus welcomed Ms. Swift Johnson as the new Interim Director, and Ms. Swift Johnson told the Trustees that she was excited for this opportunity.
2. Ms. Swift Johnson noted there was a change to MVLC OverDrive usage from 501 to 495. She also noted that January attendance exceeded December, and there was an increase in meetings. Expenditures and line items are all within limits.
3. Ms. Swift Johnson said the January COVID-19 surge has passed, and staffing is back to normal. COVID-19 was the cause of the extreme staffing shortage. The library has taken steps to be prepared for future occurrences.
4. Ms. Swift Johnson stated the ventilation fans in the bathrooms have been replaced, the HVAC System has been repaired, and the building is in good condition. She also thanked the DPW for the snow removal after the recent storms.
5. Ms. Swift Johnson is excited to work with the Trustees and wants to have a one-on-one meeting with each Trustee.
6. MVLC is partnering with other state networks to get Quipu for secure online patron registrations. There will be a training in March.
7. Ms. Swift Johnson said that Ms. Gaspar thanks everyone for her retirement party.
8. Ms. Swift Johnson reviewed the hiring process for the new Assistant Director. The interview process has been completed, and a conditional offer has been extended. The candidate should start by the middle of March. Ms. Bresnahan, as HR Director, will be involved if the candidate accepts the offer.

9. The second State Aid package should be arriving shortly.
10. Ms. Swift Johnson reviewed programs. Some adult programs are already hybrid and she gave a time line of when more programs would be in-house. Ms. Swift Johnson discussed virtual cooperative programming with other libraries. She also reviewed tween/teen programming. Some Trustees requested additional programming, but Ms. Wilton reminded them that program funding comes almost entirely from the Friends, as there are minimal funds in the library budget for programming, and the program funding from the Friends is limited by Annual Campaign donations.
11. N-I-N will be provided with a number of COVID-19 test kits for distribution to families in the program.
12. For the fourth year in a row, the Flint was selected as the most-loved library on the North Shore by HulaFrog. Ms. Swift Johnson thanked the staff for all their hard work.

H. New Business:

1. Ms. Stankus read a letter from a group of parents (28) requesting the library be opened for in-house library programming for children by next week. The Trustees had a lengthy discussion and Ms. Swift Johnson presented what she and the staff are currently planning as a timeline to increase in-house or hybrid library programs during February, March and April.
2. Mr. Sheehan welcomed Ms. Swift Johnson and hoped the Trustees would give their support to her, as well as discover ways to find common ground to help the library move forward. He also hoped the Trustees would assist in making the Flint, a Town Department, have a successful year. He informed the Trustees that the Town is planning a workshop at the end of March that will cover topics including Open Meeting Laws and the Public Records Law.

I. Date for next regular Trustees 'meeting: Monday, March 14, 2022 at 7pm.

J. Adjournment: *Ms. Bambury made a motion to adjourn the meeting. Mr. Cumming seconded the motion.* The meeting was adjourned at 9:33pm.

Respectfully submitted
Paula Fee, Recording Secretary