



Minutes
Flint Public Library Board of Trustees
Monday, April 11, 2022
1 South Main Street, Middleton, MA 01949

NOTE: This meeting was hybrid; it was held both in-person and via Zoom. Meeting minutes and video recordings are on the library and town websites. The video recording may be viewed to see details about the meeting, including 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; Annie Wilton, Friends of the Flint; Erin Bennett, Ann D'Entremont Noyes, Paula Fee, Recording Secretary.

- A. Call to Order:** Ms. Loretta Swift Johnson started the recording. Ms. Stankus called the Library Board of Trustees Meeting to order at 7:01 pm.
- B. Signing of Bills:** At least three members of the Board of Trustees signed the bills and returned them to Ms. Swift Johnson for processing.
- C. Minutes:** After a lengthy discussion, *Ms. Sloan made a motion to accept the minutes as corrected from 3/14/22. Mr. Cumming seconded the motion, and all were in favor.*
- D. Friends of the Flint (Annie Wilton, Liaison):**
1. As of 3/31, the Annual Campaign balance was \$9,002. This is tracking ahead of the past two years.
 2. Ms. Wilton said the biodegradable, inclement weather bags would be delivered on Wednesday.
 3. The Friends are monitoring the popular Take and Make projects because of the additional cost.
 4. Ms. Swift Johnson, Ms. Wilton, Mr. Goodwin (DPW), and Mr. Earp (Landscaper) are discussing who will do the various landscaping/clean-up duties.
 5. The Friends will meet on Wednesday, April 13.
- E. Trustees' Report:**
1. After a brief review of changes, *Ms. Sloan made a motion to accept Policy #10, Meeting Room Use, as presented. Ms. Bambury seconded, and all were in favor.*
 2. After a lengthy review of the policy and numerous changes, *Ms. Paikos-Hantzis made a motion to accept Policy #24, Printing, Copying, Faxing, and Scanning, as corrected. Mr. Cumming seconded the motion, and all were in favor.*
- F. Treasurer's Report:**
1. Mr. Cumming sent a copy of the Treasurer's Report to the Trustees.
 2. There was a gain of \$340 at Fidelity.
 3. Mr. Cumming said he would write a check for the Masconomet Scholarship for \$1,000 from the N.S. Bank checking account. The Trustees previously approved this action. There is scholarship money for only eight more years unless there is an upswing in the Fidelity account. Any withdrawals from Fidelity will have to be done carefully, as much of the money is designated for specific uses.

G. Interim Director's Report:

1. Presentation of Circulation and Budget Reports - The budget lines are very tight, with some lines carrying a negative balance. Ms. Swift Johnson notified Town Hall. She can move money from some

lines, but spending will have to be as lean as possible for the remainder of the fiscal year. However, Ms. Swift Johnson noted that the money cannot be moved from the book line.

Circulation was up. Attendance was up. The library is hosting more meetings.

There have been more network loans. Ms. Swift Johnson is discussing with staff why there are more items being borrowed from other libraries and will monitor the situation.

2. Updates On Staffing - There is turnover of library staff as several employees are looking at other life opportunities. Ms. Swift Johnson stated the silver lining will be a reorganization that will meet the needs of the library and community. The Children's Librarian will be divided into two positions. The first will oversee the Children's Collection Development. Stacey will fill this position. The second will be in charge of Children's Programming to develop a strong PK-6 program that will cultivate love of the library. Felicia will be the new YA librarian working on getting the teens more involved.

Ms. Swift Johnson will also be hiring two part-time positions. The first will work mornings helping with bins, holds, etc. This person will work every other Sunday. The second will work evening hours helping at the circulation desk when there are programs and improving safety. This person will work alternate Sundays.

Ms. Swift Johnson has started interviews. Ms. Swift Johnson has decided not to hire another page, as the funds previously used to pay for that position will now help cover costs for this staff reorganization. Ms. Swift Johnson will assess the reorganization in the fall.

3. Building Update - Ms. Swift Johnson moved some furniture to make the library more welcoming and user-friendly and to provide space for small groups to gather. She is searching for a local artist to paint a colorful mural below the Children's Room window to indicate an area to leave strollers. She also wants to make the hallway more welcoming and a place for patrons to eat.

Ms. Swift Johnson said the contract with ATCO will be ending, and she is checking with the schools for another HVAC contractor. She will keep the Trustees updated.

4. Library Programs and Services -

- a. Ms. Swift Johnson thanked those who attended the OML training.
- b. April is Poetry Month. There is a poetry contest in progress with winners selected from three age groups. The Friends donated prizes. Voting will be from April 19 to April 29.
- c. The Merrimack Repertory Theater has made passes available. There is no charge to the library to participate.
- d. On April 11, there was a program on birding.
- e. The library is providing a virtual assistance program in writing cover letters and resumes.
- f. Felicia is working on YA programs, including a Teen Leadership Council.
- g. Jessica has most programming set through the summer. She has left some funds available so the new librarian can add additional programs.

5. Tent Quotes - Ms. Swift Johnson presented specifications and quotes for a pop-up tent. After a lengthy discussion, the Trustees would not fund the purchase at this time because of other necessary uses for State Funds.

H. New Business: Ms. Sloan suggested the whiteboard in the foyer eventually be replaced with an electronic screen. Ms. Swift Johnson said this would be an excellent upgrade.

I. Date for next regular Trustees' meeting: Monday, May 9, 2022, at 7 pm.

J. Adjournment: Ms. Stankus adjourned the meeting at 9:15 pm.

Respectfully submitted,
Paula Fee, Recording Secretary