



**Minutes of the Meeting  
The Flint Public Library  
Board of Trustees  
Monday, June 13, 2022**

**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 public can view the video recording to see details about the meeting, including discussions and votes.

**Board of Trustees Present:** Donna Bambury, Acting Chairperson; Erin Bennett, George Cumming, Maria Paikos-Hantzis, and Allison Sloan.

**Others Present:** Loretta Swift Johnson, Interim Library Director; Annie Wilton, Friends of the Flint; Melissa Gaspar, Claudia Johnson, Bob Lemoine, Sharon Lemoine, Susan Piccole, Judith Reynolds, and Paula Fee, Recording Secretary.

**A. Call to Order:** Ms. Swift Johnson started the video recording. Ms. Bambury called the Library Board of Trustees Meeting to order at 7:01 pm. Ms. Bennett was welcomed as the newly elected member of the Trustees.

**B. Signing of Bills:** At least three members of the Board of Trustees signed the bills, which Ms. Swift Johnson then processes.

**C. Reorganization:** Ms. Bambury started the reorganization by requesting nominations for the three offices.

1. Chairperson: Nominations for Chairperson - Ms. Sloan nominated Ms. Paikos-Hantzis and Ms. Bambury self-nominated. ***The Trustees voted for Chairperson, and the newly elected Chairperson is Ms. Bambury.***

2. Vice Chairperson/Secretary: Nominations for Vice-Chairperson/Secretary - Ms. Sloan nominated Ms. Paikos-Hantzis and Ms. Bennett self-nominated. ***The Trustees voted for Vice-Chairperson/Secretary, and the newly elected Vice-Chairperson/Secretary is Ms. Bennett.*** Ms. Sloan objected to the vote. She felt it was inappropriate because Ms. Bennett was new and did not know enough about the library. She felt Ms. Paikos-Hantzis had more experience and stated she was taking her concerns to the Town.

3. Treasurer: Nomination for Treasurer - Mr. Cumming self-nominated. ***The Trustees voted for Treasurer, and Mr. Cumming was re-elected as Treasurer.*** Ms. Sloan walked out of the meeting. The Trustees concluded their reorganization.

**D. Approval of Minutes:** After several minor corrections, the Trustees voted without a motion to approve the minutes unanimously. Later in the meeting, they corrected the action with ***Mr. Cumming motioning to accept the minutes as corrected from May 9, 2022. Ms. Bennett then seconded the motion, and all were in favor.*** Ms. Sloan asked Ms. Paikos-Hantzis to leave the meeting. Ms. Paikos-Hantzis left. Since a quorum was present, the meeting continued.

**E. Friends of the Flint (Annie Wilton, Liaison)**

1. The current balance of the 2022 Annual Campaign is \$9,867, and by adding Amazon Smile funds and interest from the bank, the Friends broke their \$10,000 goal mark.

2. Ms. Wilton stated the Amazon Smile Funds pay for one or two programs a year.
3. The Friends do not meet in June, July, and August. If anything comes up, they handle it by email. In May, the Friends approved funding for all summer programs, supplies, and prizes (\$5,500). The Friends also renewed passes that would come due in the next few months.
4. Ms. Swift Johnson and Ms. Bennett, and some members of the staff will work in the Flint Library tent at Chief Will's Day.
5. Ms. Wilton is working with Ms. Zubiell and Ms. Swift Johnson to revamp the play area in the Children's Room. The play area has not been renovated in 14 years. Funds to cover the changes will come from the Fidelity Building account.

#### **F. Trustees' Report:**

1. Trustees discussed MVLC workshops available on 6/21 as a great opportunity.
2. Ms. Bambury wondered if the Friends would split the cost to replace the broken valve. Ms. Wilton said she would approach the Friends with the request and get back to them.

#### **G. Treasurer's Report - Mr. Cumming emailed the Treasurer's Report to the Trustees.**

1. Mr. Cumming said the North Shore Bank account earned \$.26 in interest. The Masconomet Scholarship check for \$1,000 was written and sent to the school. The balance of this account is \$5,003.43.
2. Mr. Cumming stated there was a loss of \$1,400 in the Fidelity accounts this month. The Trustees will continue to watch the accounts closely. Mr. Cumming felt, at the moment, that the Puritan account is the most stable. He also suggested reassessing the amount of money in the accounts in the Fall.
3. The winner of the scholarship was F. Doornbos.

#### **H. Interim Director's Report**

##### *1. Presentation of Circulation and Budget Reports -*

- a. May's Circulation was just short of 6,000, a strong figure for the month.
  - b. Attendance was over 3,000 in May, which is very good.
  - c. Circulation is up 21,000 from FY21. Attendance is up 7,799 from last year. Everything is trending in the right direction.
  - d. Kindergarten students were given a library tour (six classes in two days). Many of the students received their first library card.
  - e. It is close to the end of the fiscal year. Most lines have been spent down. Some funds have been moved between appropriate lines as necessary. If funds are left in the book line, there is the option of working with MVLC, which will help generate an invoice to spend any money left in the line.
- Mr. Cumming inquired about the fuel line. Ms. Swift Johnson said the cost of fuel and the system not running efficiently resulted in the negative balance, which funds from other lines would cover.

##### *2. Programs and Services -*

- a. The vast majority of programs are either in-person or hybrid. Some are more conducive to being virtual - ex. One-on-one.

b. Mahjong is a drop-in group, and there is a member who volunteers to assist those who are new or need help.

c. Ms. Swift Johnson indicated the number of meetings was increasing. They are trying to balance meeting room usage for library programs and outside meetings.

### 3. Staffing -

a. Jessica left on May 25. Ms. Swift Johnson has yet to find a replacement. Two conditional offers were turned down. Ms. Swift Johnson updated the ad for the position and reposted it today.

b. Stacey has been covering and doing fantastic work in the Children's Room.

c. One of the new circulation assistants gave notice after getting a full-time position. Ms. Swift Johnson moved a substitute into that position.

(At this point, Ms. Sloan and Ms. Paikos-Hantzis returned, interrupted the meeting, expressed that they felt insulted, and said they were leaving. Both Ms. Sloan and Ms. Paikos-Hantzis left the meeting.)

d. Ms. Swift Johnson discussed filling the custodial positions. She is in the review process for the day custodian, and the night custodian is set.

### 4. Building Update -

a. There is a leaky valve in the library ceiling over the DVD collection. It needs to be replaced. The water in the pipes to the valve has been turned off, so the leaking has stopped. However, the water will need to be turned back on when they switch on the air conditioning on June 21. This repair is an expensive and unexpected cost. Ms. Swift Johnson would like ATCO to do the work, and because of the need for staging and the contract, she would like it completed as quickly as possible.

b. After a brief discussion, **Mr. Cumming made a motion to pay \$3,200 out of State Aid to cover the cost of replacing the broken valve. Ms. Bennett seconded the motion, and all were in favor.** Ms. Wilton said she would speak to the Friends and ask them to cover some of the cost.

c. The inventory of the Adult Fiction and Nonfiction has been completed and is now shifting to Biography and the Teen Collection. Ms. Swift Johnson is searching for volunteers to work on the inventory of books in the Children's Collections.

d. The new tent was rolled out, and it is very easy to set up, sturdy and beautiful. Thank you to the Friends.

e. Masconomet sent an invitation to this year's graduation.

### 5. Program and Outreach -

a. The Summer Reading Program will kick off on June 24 with Rockabye Beats. The kickoff will be outside (weather permitting), and the new tent will be used.

b. In May, there was a foraging walk organized by Charlie. It went along the Middleton Rail Trail and was led by edible wild plants expert Russ Cohen. Participants gave the program very high marks.

c. Felicia gave out 30 Take and Make kits in May that went along with the theme for Mental Health Awareness Month.

d. Drop-in services and Pop-up programs continue to work well in the Children's Room.

e. Flyers and bookmarks were distributed through the COA to help increase outreach patronage.

f. Ms. Swift Johnson has been taking a class and wanted to thank all the staff for all they did during the days she has been in Boston.

**I. New Business:** The library changes to summer hours on July 4. Summer hours continue through September 5. During the summer, the library closes at 2:00 pm on Fridays and is closed on Mondays. Trustee meetings will be on the second Tuesday of each month.

**J. Next Meeting:** The next meeting of the Trustees will be on Tuesday, July 12, 2022, at 7 pm.

**K. Adjournment:** With no further business, *Mr. Cumming made a motion to adjourn. Ms. Bennett seconded the motion, and all were in favor. The meeting adjourned at 7:58 pm. The recording was stopped.*

Respectfully Submitted

Paula Fee