



**Diane Giarrusso, Library Director**

Meeting: 2/8/22

Time: 6:45 p.m.

Place: TPL Meeting Room

Members Present: Bonnie Page, Joseph Frank, Patrick Joyce, Chris Castiglione and Laura Harrington

Also Present: Diane Giarrusso and Nicole Goolishian

The meeting was called to order at 6:48 p.m. by Vice Chairman Laura Harrington.

**Minutes:**

Laura Harrington noted a scrivener's error in the 1/11/2022 minutes: Katrina Lewin's name was misspelled on the first page, last bullet. A motion was made by Bonnie Page, seconded by Chris Castiglione, to accept the minutes of 1/11/2022 as corrected. The motion passed unanimously.

**Policy Reviews: Behavior Policy**

- The Behavior Policy was discussed and a word choice change was suggested by Laura Harrington: use the word *cannabis* instead of *marijuana* in order to follow accepted legal language. Diane Giarrusso agreed to make that change. A motion was made by Joe Frank to approve the policy with the word *cannabis* used, seconded by Bonnie Page. The motion passed unanimously.
- Diane Giarrusso addressed the two new policies for revision: Lending Materials to Residents of Decertified Communities and Records Retention. The Director apologized for not including any changes she wished to make in the versions she handed out. She will follow up by email the revised policies for discussion at the next BLT meeting.
  - The Director briefly defined decertified communities as those who have not received a waiver from the MA Board of Library Commissioners (MBLC) and are not funding their library at the Municipal Appropriation Requirement (MAR) level. She then summarized why the library would not lend to residents of decertified communities, noting that subsidizing library services for a community that is not adequately funding its own library is a burden to our taxpaying residents. Chris Castiglione asked if there were any communities nearby that were decertified, and Diane Giarrusso said not at this time.
  - The Director noted that the Records Retention Policy needed updating so that the information is current. Chris Castiglione asked if the changes needed to these

policies were mostly clerical. The Director noted that most were, including this one, and it was a good practice for the Board to regularly review policies for accuracy and need.

### **Directors Comments:**

- The Director made special note of February's designation as "Love Your Library month" and asked Trustees to follow the link and tell us what they loved about the library. These comments would be hung at the library, but also used by the MA Board of Library Commissioners to help educate legislators of how residents use their libraries and their importance in people's lives.
- The Director then asked Assistant Director, Nicole Goolishian, to talk a bit about the new book discussion group she was leading. Nicole Goolishian informed the Board that this was a re-tooling of the Wednesday Evening Book Group that disbanded shortly after COVID hit in 2020. Its new name is The Page-Turners and books for discussion are a variety of fiction so that she can get a sense of the kinds of books the group prefers to read and discuss. The group starts in March on the last Wednesday of the month and continuing. Brochures were available.
- Chris Castiglione asked if there was any update on the lack of PCs and if any other databases required in-library use, like Ancestry does. Diane Giarrusso updated the Board on the lack of PCs and the current situation—a waiting game for supplies and services. The Reference Department is loaning out laptops to use with the library's wireless service. She was certain that no other databases required in-library use, but would check to see if using a laptop and wireless would allow Ancestry use in the library.

### **Reporting of the Friends Meeting:** Chris Castiglione and Lori Carriere attended the meeting.

- Various talk about fundraising activities.
- The Family Fun Day planning continues. On Thursday the organizers will meet with Diane and Nicole to determine how the library space can be best used for the event.
- Vic's Waffle House "Breakfast for Dinner" fundraiser was a huge hit. The Friends received \$475 in donations from breakfast eaters and \$500 from Vic.
- February coffee fundraiser for "Love Your Library" month started last week. The link is on the Friends website.
- The Friends have a slate of candidates for office to present to the membership at their April 9th annual meeting. Mary Ann Taylor, President; Liz Robinson, Secretary, Nick Campbell, Vice President, and Corresponding Secretary, Lauren Chappell.
- March 2<sup>nd</sup> is date of the next Friends meeting, 7:00 p.m. at the library.

### **Member Comments:**

- Joe Frank announced his intention not to run for Trustee this term, noting that there were two candidates already qualified and he pulled papers so there wouldn't be a vacancy on the Board. His formal letter is appended to these minutes. Mr. Frank was thanked for his many years of service to the library and the community and will be missed.
- Laura Harrington also announced her intention to not run for another term. She and her family are planning to move out of Tewksbury and she didn't feel it was fair to leave a

seat vacant. She too will be missed and the members wished her luck! Ms. Harrington also noted, for the Board, that Town Elections are on Saturday, April 2, 2022.

- Bonnie Page communicated, for her husband, appreciation for the events and services that make the library a lively place and for the passion of the staff in serving the community.
- No other comments were made.

**Public Comments:** None

**Future Meetings:**

March 8, 2022 – 6:45pm

April 12, 2022 – 6:45pm

May 10, 2022 – 6:45pm

**Adjourn:**

Bonnie Page made a motion to adjourn the meeting, Chris Castiglione seconded the motion. The motion was passed unanimously, and the meeting adjourned at 7:27 p.m.

Respectfully submitted,

Approved BLT Minutes from 2/8/2022 by The Trustees on 3/8/2022

Handouts: Monthly Calendars: Children's, Teen and Adult, Director's Report 2/8/22, Lending Materials to Residents of Decertified Communities Policy, Records Retention Policy, letter from Joe Frank.