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Freetown Board of Library Trustees
Minutes of Thursday, May 26, 2022

7:00 pm

James White Library

- Call to Order:** Chairperson Linda Fournier called the meeting to order at 7:00pm. Paul Sadeck is recording the meeting.
- Present:** Amy Sypher, Irene Ashley, Linda Fournier, Paul Sadeck, Beverly Sadeck and Nicole Davignon- Library Director.
- Absent:** Christine Paiva
- Review of Payroll:** Payroll for April was reviewed- there were no questions or discussion.
- Review of Bills:** Bills for April were reviewed- there were no questions or discussion.
- Review of Minutes:** The minutes of the April 21, 2022 meeting were reviewed. On a motion made by Amy Sypher and seconded by Paul Sadeck the minutes were approved. The motion passed.
- Library Director:** Nicole reported that she and her staff are working on the prep for the summer reading kick-off event to be held June 28th. Numerous activities are planned for that day and volunteers are needed. During the summer starting on July 5th – there will be two sessions of story time each week. This is for children ages 5 and under and sign up is encouraged. Children ages 6 and older also have activity sessions beginning July 5th- and they must pre-register for these sessions. There will be no story time or take and make craft in June in order to allow time for prep for the summer activities.
- The library is hosting a “ End of Life Services “ seminar- presented by Waring-Sullivan Funeral Homes on June 22, 2022. This will be held at the police station community room
- The Earth Day program was very successful. There were a large number of children participating in the activities.
- Old Business:** Report of Trust Funds: Nicole provided information on the trust funds identifying which funds are restrictive and which funds unrestrictive.
- Planning and Design Grant: Nicole provided the trustees with written information identifying the activity/item that monies from the grant can be spent on.
- Inspection of James White Library: The library has passed the fire inspection. The inspector did make four recommendations which the library will followup on. We are now awaiting the occupancy load from Jeff.

Friends of the Library- no progress has been made in the formation of a new group.

Donation Check- After discussion and input from the town Financial officer it was recommended that a separate donation account be setup with this money and that we spend at least \$25/ year out of this account. In order for the library to do this, the original donor of the money needs to write a new letter stating that this money is now a gift to the library. A motion was made by Paul Sadeck and seconded by Irene Ashley to accept this money as a gift and open a donation account once a revised letter has been received from the donor. The motion passed.

Library/Senior Center- The COA has submitted a petition to the selectmen to move forward with their original plan to refurbish their current building. At this time there has been no further information from the Selectmen, Town Administrator or Building Committee.

New Business:

Review of Library Policies- On a Motion made by Amy Sypher and seconded by Paul Sadeck all the current policies with the exception of the Circulation policy were reviewed and approved. The motion passed. The Circulation policy will be reviewed next meeting.

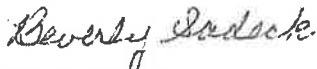
Library Director Annual Performance review- Nicole gave us her self assessment which the trustees will review . The trustees will complete Nicole's performance review at the next meeting.

Adjourn:

A motion to adjourn at 8:15pm was made by Paul Sadeck seconded by Irene Ashley. The motion passed.

Next Meeting: June 16, 2022 at 7:00pm.

Respectfully Submitted



Beverly Sadeck