



Bonnie Roalsen, Director
Dedham Public Library
43 Church Street
Dedham, MA 02026
781.751.9281

Margaret Connolly, Chair
Sarah Santos, Vice Chair
Tracy Driscoll
Mary Ann Sliwa
Monika Wilkinson

DPL TRUSTEES MEETING MINUTES	
FEBRUARY 7, 2019, ENDICOTT LIBRARY, 6:30 PM	
MEETING CALLED BY	Board of Library Trustees, Dedham
TYPE OF MEETING	Monthly Meeting
CHAIRMAN	Margaret Connolly
SECRETARY	Mary Ann Sliwa
ATTENDEES	Margaret Connolly, Tracy Driscoll, Sarah Santos, Mary Ann Sliwa, Monika Wilkinson
PUBLIC ATTENDEES	Richard Pierce, Ginny McCartan, Diane Bauer, Kathy Seaman, Joan Byrne

The meeting of the Dedham Library Board of Trustees was called to order at 6:36 pm by Chair, Ms. Connolly. Ms. Connolly announced that Ms. Roalsen would not be attending due to a family emergency. Ms. Santos arrived at 6:38 pm.

Public Input:

Mr. Pierce stated that the Friends of the Dedham Library book drop off program hours of 9:30 am -11:00 am every Saturday at the Main Library has been in place since the new year.

Ms. Ginny McCartan presented her concerns regarding Super Awesome Fun Time at the Main Library on Friday mornings. She states that the number of people in the room is a fire hazard and reports that she has called the Fire Department who referred her to the Building Inspector. She has had conversations with Mr. Kenneth Cimeno, Building Commissioner, Town of Dedham. She states that there are no more than fifty people allowed in the Children's room of the Main Library at one time and is asking that the numbers be controlled to reflect that.

Ms. Driscoll replied that we are in the process of an architectural study to determine sprinkler system needs and occupancy numbers. She further explained that many buildings in town are

also addressing these issues, for example, the Endicott Estate. She states we are looking to present the costs to the Capital Expenditures Committee for funding.

Ms. McCarten raised her concern about objects circulating, specifically American Girl dolls. Ms. Connolly explained the vision of a library of the future with patrons having equal access to items. Ms. Driscoll noted that Benjamin Franklin had objects in circulation in the library he founded, for example, a hammer. She also noted that libraries are the great equalizer and related a story about talking to a young girl in a shopping line about her American Girl doll which she has checked out of the library.

Ms. Wilkinson recognized that having objects could be an adjustment; she then stated that having objects often supports literacy; this is the direction that the library is going; and giving people fair and equitable access is a priority of the library.

Ms. Diane Bauer acknowledged the terrific programs. She has questions about the way to order books which were clarified. She requested more programs for how to use library apps. The suggestion was made that staff come to the Book Groups to educate the book group members.

Ms. Bauer related that the Friends of the Dedham Public Library had supported adult programs with authors in the past and spoke specifically of “Sisters in Crime”. Ms. Connolly recommended Ms. Bauer talk directly to the library director about programming. It was noted that gifts to the Friends have been earmarked for author programs. Ms. Connolly further stated that the Friends are working in collaboration with the Library Director so programs can happen and noted that there is less than \$13,000 in the budget for programming.

Ms. Kathy Seaman noted that there were more authors in the past.

Ms. Diane Bauer complimented the library on the children’s programming. She stated that she was urging the Board of Library Trustees to encourage Dedham Library Innovation Team (DLIT) to select the book for their gala ten months ahead of the program. Ms. Driscoll stated she will relay this to DLIT and suggestions were made of an announcement or voting at the event on April 12, 2019 for the 2020 selection.

Ms. Joan Byrne spoke of her request for a Writers’ group and a Poetry Writers’ group.

Ms. Seaman asked that the Board keep in mind the need to have books in a library. Ms. Connolly explained the new QR codes; Ms. Sliwa the speed reads. Ms. Seaman noted the difficulty in locating books without the Dewey Decimal System. Ms. Connolly will ask the library director for signage. The suggestion of a map handout was made.

Members of the Board thanked the public for attending the meeting and expressing their concerns.

Action Items:

Discussion and Vote: Minutes of January 10, 2019

Ms. Driscoll noted the need to insert “in parentheses” in the paragraph describing where the strategic plan goals would appear on the Director’s goals document. A motion to accept the minutes of January 10, 2019 was made by Ms. Sliwa; Ms. Wilkinson seconded; all voted in favor.

Discussion and Vote: Financial Report January 2019

Given the Director’s absence, this was postponed until the March 7, 2019 meeting.

Discussion and Vote: 2:00 pm Closing of Endicott Branch Library, Friday, April 12, 2019

Ms. Driscoll began by suggesting that DLIT hold the event next year on a Saturday night as the Endicott Library is closed on Saturday. She will convey this recommendation from the Board to DLIT. Ms. Wilkinson stated that while she will support this year’s closing, she wanted it clearly stated that the plan going forward is not to close the library to the public in preparation for the gala. A motion was made by Ms. Driscoll to close the Endicott Library at 2:00 pm on Friday, April 11, 2019 in preparation for the DLIT gala; Ms. Santos seconded. All voted in favor.

Discussion and Vote: Library Budget FY2020

Ms. Driscoll and Ms. Connolly explained the initial budget meeting at Town Hall was attended by themselves, Ms. Roalsen, Mr. James Kern, Ms. Andrea Terkelsen, and Mr. Dave Roberts as a liaison to the Finance and Warrant Committee, Town of Dedham. It was noted that Mr. Roberts is not necessarily our liaison; he was available at that time.

The budget narrative was explained by Ms. Driscoll and Ms. Connolly who passed along the request from the town for all departments to cut their budgets by 1-10%. The town’s request that the library pay for toner is reflected in the additional \$15,000 in printing and mailing. Mention was made of the Municipal Appropriations Requirement (MAR) and how that is impacted by changing budget numbers. Ms. Driscoll noted that Ms. Roalsen communicates with the Massachusetts Board of Library Commissioners (MBLC) to determine this number for the Dedham Public Library.

A motion was made by Ms. Wilkinson to vote our support of the budget presented by Ms. Driscoll and Ms. Connolly and initiated by Ms. Roalsen to show the intentions of where the library is heading, with the request for an extra amount of \$108,000; Ms. Sliwa seconded; all voted in favor.

Old/New Business:

None.

Ms. Connolly made a motion to adjourn the meeting at 8:08 pm; Ms. Driscoll seconded; all voted in favor. Ms. Connolly made a motion to go into Executive Session

Under Section 21 of the Open Meeting Law: Executive Session: Exemption 3 to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

Under Section 21 of the Open Meeting Law: Executive Session: Exemption 2 to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel

A roll call vote to go into Executive Session occurred with the following votes: Ms. Driscoll-aye; Ms. Sliwa-aye; Ms. Santos-aye; Ms. Wilkinson-aye; Ms. Connolly-aye.

Action Item Table:

Action Item	Person	Date Due
Director's Goals	Ms. Connolly	Send out summary from meeting with Ms. Roalsen in February; compile Board member comments in March; present summary at April Trustee meeting
Signage for new systems	Ms. Roalsen	Winter 2019
Article regarding presentations for local media coverage	Ms. Roalsen	January-March, 2019
Quarterly Professional Development information	Ms. Roalsen	Spring/Summer 2017 Anticipated end date September 2017
Policy Working Group: Social Media	Ms. Wilkinson, Ms. Santos, Ms. Roalsen	Winter 2019
Policy Working Group: library groups	Ms. Wilkinson, Ms. Connolly, Ms. Roalsen	January 2019
Donors Working Group	Ms. Wilkinson, Ms. Driscoll, Ms. Roalsen, and staff	On going

Respectfully submitted,
Mary Ann Sliwa