



Rosemarie Shrewsbury, Acting Director
 Dedham Public Library
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Margaret Connolly, Chair
 Sarah Santos, Vice Chair
 Tracy Driscoll
 Mary Ann Sliwa
 Monika Wilkinson

DPL TRUSTEES MEETING MINUTES	
MAY 2, 2019, ENDICOTT ESTATE, 6:30 PM	
MEETING CALLED BY	Board of Library Trustees, Dedham
TYPE OF MEETING	Discussion Meeting
CHAIRMAN	Margaret Connolly
SECRETARY	Sarah Santos
ATTENDEES	Margaret Connolly, Tracy Driscoll, Sarah Santos, Mary Ann Sliwa, Monika Wilkinson and Rosemarie Shrewsbury
PUBLIC ATTENDEES	Richard Pierce, Lisa Stakutis, Ellen Dockham, Cory Courtney, Jeanine McCartan, Pamela Fadden, Cecilia Emery Butler, Amber Moroney, Laura Connell, Mary Ellen Stokes, Anne Lyons, Mary Miner, Walter H. Kieseling III, Jacquelyn Blas, Judy Piazza, Phyllis Knopf

The meeting of the Dedham Library Board of Trustees was called to order at 6:31pm by Chair, Ms. Connolly.

Public Input:

Ms. Miner voiced concerns about the Library being overrun with technology, limited quiet space, second floor stacks not being handicap accessible, and young adult books mixed in with adult books.

Ms. McCartan asked if Dedham Public Library has a technology policy. Ms. McCartan asked who manages the use of Dedham Public Library on non public hours and how the building is funded.

Ms. Stakutis, Ms. Fadden and Ms. Connell questioned if funds were donated for events during non public hours, specifically the wedding held at the Main Library on September 29, 2018.

Ms. Connolly stated there was a donation made for hosting the wedding of \$1000 to Dedham Public Library.

Ms. Shrewsbury questioned that deposit.

Ms. Connolly continued that The Trustees have a copy of the canceled check issued to Dedham Public Library.

Ms. Fadden interjected questioning the date of deposit.

Ms. Connolly pointed out to Ms. Shrewsbury, the line item on the non appropriated funds finance report and showed the copy of the canceled check stamped on November, 13, 2018.

Ms. Shrewsbury concurred stating it was recorded with a \$300 check for the bee grant under grants and donations.

Ms. Stakutis believes the information about program attendance in the April 19, 2019 issue of the Dedham Times was inaccurate. She stated the patron counter was removed 6 – 8 months ago. Ms. Moroney and Mr. Kieseling concurred the counter had been removed. Ms. Connell felt the numbers have been inflated when tallied.

Ms. Stakutis also believes that same article is inaccurate about reference materials arrive shelf ready. Ms. Connolly asked Ms. Moroney to clarify. Ms. Moroney, Circulation and Collections Manager, explained 90% of materials do arrive shelf ready and 10% have to be manually coded.

Ms. Stakutis voiced her confusion about the March 29, 2019 Trustee Meeting, which she and the staff believed it to be a staff meeting where they could ask questions. She would like a correction to the minutes stating public was not allowed input.

Ms. Connolly replied the public comment portion was cut short after unnecessary outbursts.

Ms. Stakutis asked if the hours of the Library will be revisited.

Ms. Stakutis asked about the status regarding bulletin boards being placed at the Main and Endicott branch. Ms. Connolly stated she contacted the town clerk, Paul Munchbach who informed her there was an old by-law about bulletin boards but it was unenforceable. The Open Meeting Law had changed and notices no longer needed to be posted at the library.

Ms. Driscoll noted that there were small bulletin boards at each location but suggested that the library head in a more environmentally friendly direction and attempt to go paperless at every opportunity. The libraries have many wall mounted screens that can be used to scroll community and other information.

Mr. Courtney stated that Assistant Town Manager Nancy Baker informed him that two trustees had gone to the police to file a report against him and he demanded to know why. Ms. Stakutis stated Ms. Baker had also informed her that two trustees had gone to the police about a staff member. Ms. Connolly refuted this. Ms. Driscoll stated the Trustees were advised by a Select Board member and the Assistant Town Manager, Nancy Baker to go to the police about an incident. Ms. Driscoll continued that those Trustees did not know the source and made no reference to any one person.

Ms. Knopf is impressed with the friendly and professional staff.

Ms. Blas noted she came to hear about the Interim Director process. Awhile back she heard the WBZ radio promoting Dedham Public Library but felt it was more public relations for the Director.

Re-Organization:

Ms. Shrewsbury asked for nominations for Library Chair.

Ms. Driscoll made a motion to nominate Ms. Sliwa as Co-Chair. Ms. Wilkinson seconded the motion. All voted in favor.

Ms. Sliwa made a motion to nominate Ms. Connolly as Co-Chair. Ms. Santos seconded the motion. All voted in favor.

Ms. Wilkinson made a motion to nominate Ms. Santos as Secretary. Ms. Sliwa seconded the motion. All voted in favor.

Ms. Santos made a motion to nominate Ms. Driscoll as Executive Session Secretary. Ms. Sliwa seconded the motion. All voted in favor.

Action Items:**Discussion and Vote: Minutes of April 11th, 2019**

No Discussion. Ms. Wilkinson made a motion to accept the minutes. Ms. Sliwa seconded the motion. All voted in favor to accept the minutes.

Discussion and Vote: Minutes of April 18th, 2019

No Discussion. Ms. Sliwa made a motion to accept the minutes. Ms. Wilkinson seconded the motion. All voted in favor to accept the minutes.

Discussion and Vote: Minutes of April 23th, 2019

No Discussion. Ms. Wilkinson made a motion to accept the minutes. Ms. Connolly seconded the motion. All voted in favor to accept the minutes.

Discussion and Vote: Financial Report March 2019

Ms. Driscoll requested the state aid line amount, expenditures and revenues report.

Ms. Shrewsbury clarified the Personal Services percentage used of 69.7% is correct because of the Community Access Professional. Ms. Shrewsbury stated the Overtime line item is expected to be spent down in June.

Ms. Shrewsbury explained the remainder of the Materials Budget is diligently being spent down with the help of Ms. Moroney and a large DVD purchase from MidWest Tapes. Ms. Connolly noted last month the Trustees requested the spend down of the Materials Budget is to be completed by May 10. There are serious ramifications if the spend down doesn't happen before June 30. Ms. Connolly and Ms. Sliwa will follow up with Ms. Shrewsbury.

Ms. Sliwa made a motion to accept the Financial Report. Ms. Driscoll seconded the motion. All voted in favor to accept the financial report.

Discussion Hiring Interim Director:

Ms. Wilkinson contacted Mr. Chuck Flaherty. Mr. Flaherty regretfully could not serve as Interim and had no strong leads, but would help with the search. Mr. Flaherty will meet with Ms. Driscoll and Ms. Connolly this week to discuss next steps to hire a new Director.

Ms. Driscoll explained the Trustees will use the same format of the screening committee to hire a new Director.

Old/New Business:

Ms. Shrewsbury was contacted by a patron requesting to film inside the Main Library because of the weather forecast of the upcoming weekend. The patron is completing a 48 Hour Film for a National Film Festival for Amateurs. She would film for a 2 hour period in the rotunda and makerspace. She would apply for Town of Dedham insurance and would need to get signed releases.

Ms. Sliwa voiced her concern about the public being filmed. Ms. Wilkinson noted being flattered, but with short notice it sounds complicated.

Ms. Wilkinson made a motion to decline the request to film inside the library during open hours. Ms. Driscoll seconded the motion. All voted in favor.

Ms. Connolly mentioned she will be meeting with Ms. Shrewsbury, Ms. Stakutis and Mr. Ken Cimeno, the Building Inspector at the Endicott Branch to hear and talk about the requirements to be met before purchasing patio furniture.

Next Meetings:

Monday, May 13, 2019 at 6:00pm at Dedham Middle School

Tuesday, May 14, 2019 at Main Library

Monday, May 20, 2019 at Dedham High School

A motion to adjourn was made by Ms. Connolly at 8:26pm and seconded by Ms. Wilkinson. All voted in favor

Respectfully submitted,

Sarah Santos