



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

DPL TRUSTEES MEETING MINUTES	
MAY 22, 2019, MAIN LIBRARY, 4:30 PM	
MEETING CALLED BY	Board of Library Trustees, Dedham
TYPE OF MEETING	Discussion Meeting
CO - CHAIRMAN	Margaret Connolly, Mary Ann Sliwa
SECRETARY	Sarah Santos
ATTENDEES	Margaret Connolly, Tracy Driscoll, Sarah Santos, Mary Ann Sliwa, Monika Wilkinson, Rosemarie Shrewsbury and Chuck Flaherty
PUBLIC ATTENDEES	Richard Pierce, Cecilia Emery Butler, Dianne Bauer, Susan Smith, Amber Moroney, Ellen Dockham, Mary Ellen Stokes, Leslie Griesmer

The meeting of the Dedham Library Board of Trustees was called to order at 4:32pm by Co-Chair, Ms. Connolly.

Public Input:

Ms. Cecelia Emery Butler double checked her requests sent by email for Library Director qualities.

Mr. Pierce stated the Friends had a successful book sale with profits over \$600.
 The next book sale will be in July.

Ms. Stokes asked about the location of the second beehive at the Main Library. Ms. Stokes also asked if the new Director would be informed about broken and missing technology. Ms. Connolly answered technology issues will be followed up with Ms. Shrewsbury.

Ms. Dockham asked about the final decision for the desk location at the Main Library.

Action Items:

Mr. Flaherty stated the Library Director job will be posted tomorrow with a closing date of June 20, 2019. Human Resources Director Lauren Bailey agreed to take all applications, screen for qualifications and work with Mr. Flaherty.

Mr. Flaherty noted the salary range needs to be added.

Ms. Wilkinson made a motion authorizing the co-chairs to work with Mr. Flaherty and tweak the Job Posting. Ms. Connolly seconded the motion. All voted in favor.

Ms. Sliwa made a motion to accept the Most Important Qualities, Timeline, Screening Composition and Charge to Screening Composition Documents. Ms. Wilkinson seconded the motion. All voted in favor.

Ms. Driscoll made a motion authorizing the co-chairs to tweak the Job Description. Ms. Wilkinson seconded the motion. All voted in favor.

Old/New Business:

Ms. Shrewsbury noted there will be a Staff Meeting with Mr. Flaherty to discuss Director Qualities on May 28th from 8-9am.

Ms. Sliwa made a motion to authorize overtime for May 28, where needed for staff meeting. Ms. Wilkinson seconded the motion. All voted in favor.

Ms. Connolly stated that logistically the sprinkler system would not be installed summer 2019. Ms. Connolly noted concerns about the design, it should be tasteful and aesthetically pleasing.

Both libraries will be open normal hours for Summer 2019. Ms. Moroney provided three options for the free summer food service program. The program will run from Monday, June 24 – Friday, August 30.

Options:

(1) The Main Library will provide free breakfast and lunch. Issues are staff help and breakfast starts late, which overlaps set up for lunch.

(2) The Main Library will provide free lunch from 12:00 – 1:00pm.

(3) The Main Library will provide free lunch and purchase fruit and granola to put out for breakfast.

Ms. Wilkinson noted her concerns for option three, about the cost, staff job of shopping and monitoring the breakfast. Ms. Wilkinson left the meeting at 5:38pm.

Ms. Sliwa asked how many staff members are trained and available for the food service program. Ms. Moroney noted currently only her and a staff member who is currently out indefinitely are site supervisors.

Ms. Sliwa left the meeting at 5:41pm.

Ms. Santos gave her opinion, if the Main Library provides fruit and granola for breakfast at our cost, we should provide it at both libraries. Ms. Santos asked why the program would not run until the first day of school Wednesday, September 4. Ms. Moroney will follow up.

Ms. Driscoll asked if breakfast could be added if it became evident that there was a need to provide it. Ms. Moroney stated that would be a possibility.

A determination was finalized that the Main Library will not order breakfast and will order 50 lunches a day and serve free lunch from 12:00pm – 1:00pm while simultaneously running a program for children. Ms. Moroney will make adjustments to the order as needed.

A motion to adjourn was made by Ms. Driscoll at 5:50pm and seconded by Ms. Santos. Ms. Connolly, Ms. Driscoll, and Ms. Santos voted in favor

Respectfully submitted,

Sarah Santos

