



Co-Chair
 Dedham Public Library
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Rosemarie Shrewsbury, Acting Director

Margaret Connolly,

Mary Ann Sliwa, Co-Chair
 Tracy Driscoll
 Sarah Santos
 Monika Wilkinson

DPL TRUSTEES MEETING MINUTES

JUNE 3, 2019, MAIN LIBRARY, 6:30 PM

MEETING CALLED BY	Board of Library Trustees, Dedham
TYPE OF MEETING	Discussion Meeting
CO-CHAIRMAN	Margaret Connolly and Mary Ann Sliwa
SECRETARY	Sarah Santos
ATTENDEES	Margaret Connolly, Tracy Driscoll, Sarah Santos, Mary Ann Sliwa, Monika Wilkinson, Chuck Flaherty and Rosemarie Shrewsbury
PUBLIC ATTENDEES	Richard Pierce, Lisa Desmond, Ellen Dockham, Pamela Fadden, Laura Bowler, Mary Ellen Stokes, Susan Smith, Jeanette Evans, Lynn Fairbank, Margaret Adams, Chris Kelly, William Dashe

The meeting of the Dedham Library Board of Trustees was called to order at 6:34pm by Co-Chair, Ms. Connolly.

Public Input:

Ms. Dockham stated her concern about the location of the workstation desks after she and a patron tripped near the desk and book cart. Ms. Connolly asked Ms. Shrewsbury why this was not brought to her attention. Ms. Bowler (interjected) or (spoke without being recognized by a Co-Chair), that the circulation desk from downstairs needs to be put back to its original location.

Ms. Fadden noted Ms. Shrewsbury asked what kind of circulation desk the staff sought to replace the glass top desks and requested an update. Ms. Connolly stated there was no update at this time.

Ms. Fairbank explained she's a neighbor of the Main Library. She requested a landscaping plan for the front area, she dislikes it was dug up and now only views weeds.

Ms. Driscoll responded that the landscaping for the front was temporarily on hold because a sprinkler system needs to be installed inside the library requiring a hook-up to the water main. This will require some excavation in the front area of the property. She added the pavement around the windowsills at ground level need to be regraded to stop rain water from entering the building. Therefore, at this time a full landscaping plan is not being implemented and realistically it will be spring 2020 before this occurs.

Ms. Fadden asked if the library was getting the sprinkler system installed this year. Ms. Connolly explained about the discussion at the last meeting. Ms. Shrewsbury can follow up with other questions.

Ms. Desmond noted she is speaking for the entire staff. They would like the existing circulation desk back upstairs.

Ms. Stokes asked about receiving and responding to emails addressed to her and Mr. Walsh. Ms. Shrewsbury noted Mr. Walsh no longer works for Dedham Public Library.

Human Rights Commission Project:

Ms. Adams, Mr. Kelly and Mr. Dashe, one of their student members, attended from the Dedham Human Rights Commission. They proposed partnering, collaborating and sharing resources with Dedham Public Library to raise awareness about Human Rights through literature.

Ms. Adams stated they had three ideas.

(1) Town wide book read. Ms. Adams noted Dedham Library Innovation Team mostly chooses popular books. The Human Rights Commission would like to read books with more in depth issues, for example social justice, poverty, LGBTQ. They will follow up about working with DLIT.

(2) Offering more programs with the library. Programs during African American History Month and offering more diverse programs for different community members.

(3) Increase and make suggestions for the library collection to include more diverse, reflective, broader and more current literature pertaining to Human Rights.

Mr. Flaherty believes this is an ideal partnership and suggested asking a person from staff to work with the Human Rights Commission.

Ms. Wilkinson is thrilled to support a collaboration and offered to be the liaison with staff and the commission. Ms. Adams discussed starting parent groups to talk about literature for the library.

Ms. Sliwa thanked the Human Rights Commission and agreed with the merit of the Human Rights Commission's idea to keep the selections broad for the entire community.

Ms. Santos asked if the town wide book read would be required to be a fundraiser. Ms. Adams responded no.

Ms. Driscoll concurred the suggestion of having the commission work with a staff member and Ms. Wilkinson.

Ms. Desmond noted multiple staff would be happy to work with their ideas.

Ms. Adams stated their next steps are meeting with the Equity Inclusion Task Force and then to connect with Ms. Wilkinson.

Action Items:

Discussion and Vote: Minutes of May 2, May 13, May 14, May 20, May 22, 2019

No Discussion. Voting postponed until next meeting.

Discussion and Vote: Financial Report April 2019 and May 2019

No Discussion. Voting postponed until next meeting.

Discussion Patio Furniture at Endicott Library:

Ms. Shrewsbury explained she went and took pictures of outdoor bolted furniture at South Shore Hospital. She wants to visit Brookline Library and Newbridge on the Charles. The options must include being bolted to the ground, handicap accessible, and all one piece. More information is needed for a decision.

Discussion Staff Lockers:

Ms. Shrewsbury polled the staff on what they sought for lockers. She stated three options.

- (1) Lockers with a removal padlock. Each staff member would receive a pad lock.
- (2) Lockers with key opening. Keys would stay with locker for staff member to use during work hours.
- (3) Lockers with dial lock attached.

Discussion continued, noting the dial locked attached option(3) would not be ideal since the library only needs the number of lockers for staff members working that day.

The lockers will not be locked overnight so the pad locks would be removed and keys returned daily.

Ms. Connolly noted this issue is bargain impacted stating all staff need a secure place for belongings. Ms. Driscoll reminded the co-chairs of being told of a coat stolen a few months ago. Ms. Driscoll asked that Ms. Shrewsbury send links of locker options to the Trustees prior to the next board meeting so that members could review the proposed lockers before voting.

Director's Report:

Ms. Shrewsbury discussed the front hallway floor buckling. The floor was glued poorly and because it's still under warranty, the company will replace it with a more sturdy, better grade tile. Mr. Flaherty asked about the fumes during replacement. Ms. Shrewsbury will follow up.

Ms. Driscoll made a motion to replace the buckling floor with the blue/grey color tile. Ms. Connolly seconded. All voted in favor.

Ms. Shrewsbury stated the Main Library parking lot will be repaved before August 30th.

Ms. Shrewsbury noted the ceiling tiles will get checked for asbestos at the Main Library prior to any installation of a sprinkler system.

Old/New Business:

Ms. Sliwa noted the Endicott Library will be open until 5:00pm on June 14, Flag Day.

Ms. Desmond asked about opening on Sunday, July 14 during the Auto Club Car Show. Ms. Connolly noted a formal request from the Auto Club should be sent for the library to close.

Ms. Connolly continued both libraries will close at 5:00pm on Wednesday July 3. Both libraries will be closed on Thursday, July 4. As well as Labor Day weekend, August 31, September 1 and September 2.

Ms. Driscoll asked for an update about any concerns about being open during the James Joyce Ramble.

Ms. Shrewsbury showed pictures of staff lounge furniture options for the Main Library. Mr. Flaherty noted that furniture needs to be flame retardant. Ms. Shrewsbury will follow up.

Ms. Connolly requested that all library furniture get a semi annual cleaning. Ms. Shrewsbury will follow up.

Ms. Driscoll stated the screening committee to hire the new Library Director will meet on June 24 to review resumes.

Ms. Connolly and Ms. Shrewsbury stated the summer schedules were all set. Ms. Shrewsbury noted there are nine non-union staff.

Mr. Flaherty discussed the staff meeting that took place on May 28. He asked the staff what they sought for qualities in a new director. Staff members agreed with the trustees that communication and leadership are very

important and high priority in the list of qualities. He also noted they felt communicating well with staff and effectively with patrons are important qualities.

Mr. Flaherty continued that staff have concerns and angst with being open too many hours. They believe to have inadequate staff to cover lunch breaks. Mr. Flaherty suggested hiring temporary staff during summer months.

Next Meetings:

Monday, June 10, 2019 at 6:00pm at Main Library

Monday, July 1, 2019 at 6:00pm at Main Library

A motion to adjourn was made by Ms. Sliwa at 8:32pm and seconded by Ms. Connolly. All voted in favor

Respectfully submitted,

Sarah Santos