



Co-Chair
Dedham Public Library
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Ryan Brennan Director

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

Margaret Connolly,

DPL TRUSTEES MEETING MINUTES	
OCTOBER 10, 2019, ENDICOTT LIBRARY, 6:30 PM	
MEETING CALLED BY	Board of Library Trustees, Dedham
TYPE OF MEETING	Monthly Meeting
CO-CHAIRMAN	Margaret Connolly and Mary Ann Sliwa
SECRETARY	Sarah Santos
ATTENDEES	Margaret Connolly, Sarah Santos, Mary Ann Sliwa, Monika Wilkinson, Tracy Driscoll, and Ryan Brennan
PUBLIC ATTENDEES	Richard Pierce and Jeanine McCartan

The meeting of the Dedham Library Board of Trustees was called to order at 6:39pm by Co-Chair, Ms. Sliwa.

Public Input:

Mr. Pierce mentioned a successful book sale in September with a profit of over \$800. The next book sale will be December 13, 2019. The Friends will also be attending Trunk or Treat on October 26.

Discussion and Vote: Minutes June 3, 2019

A motion was made by Ms. Driscoll to accept the June 3 minutes. Ms. Wilkinson seconded. All voted in favor.

Discussion and Vote: Minutes June 10, 2019

A motion was made by Ms. Driscoll to accept the June 10 minutes. Ms. Connolly seconded. All voted in favor.

Discussion and Vote: Minutes June 19, 2019

A motion was made by Ms. Wilkinson to accept the June 19 minutes. Ms. Driscoll seconded. Ms. Connolly, Ms. Wilkinson, Ms. Driscoll, and Ms. Santos in favor. Ms. Sliwa abstained.

Discussion and Vote: Minutes July 1, 2019

A motion was made by Ms. Driscoll to accept the July 1 minutes. Ms. Wilkinson seconded. All voted in favor.

Discussion and Vote: Minutes July 24, 2019

A motion was made by Ms. Driscoll to accept the July 24 minutes. Ms. Wilkinson seconded. All voted in favor.

Discussion and Vote: Minutes August 15, 2019

A motion was made by Ms. Driscoll to accept the August 15 minutes. Ms. Connolly seconded. Ms. Connolly, Ms. Sliwa, and Ms. Driscoll in favor. Ms. Santos and Ms. Wilkinson abstained.

Discussion and Vote: Financial Report September 2019

Mr. Brennan will follow up about facilities and overtime line items.

Mr. Brennan is meeting with the Finance Committee on October 22 and asking for a line item transfer from salary to overtime.

It was noted to look at encumbrance not the overall with percentage used on the budget line items.

Ms. Driscoll made a motion to accept the September 2019 Financial Report. Ms. Connolly seconded the motion. All voted in favor to accept the financial report.

Discussion Unattended Child Policy:

Ms. Connolly and Ms. Sliwa will be meeting with Mr. Brennan on October 16 to develop a policy for review.

Ms. Wilkinson asked to consider keeping points broad and to include wording that chronological ages does not necessarily reflect the maturity of the child.

Director's Report:

Mr. Brennan finalized the order of the L shaped wood laminate circulation desk. Mr. Ken Cimeno has approved the location; waiting on outlets to be installed on the pillar and hubtech data jacks.

The staff will have a half day Diversity Training on December 2.

Mr. Brennan will follow up about defibrillator use Training.

The Executive Director of Minuteman, Mr. Phil McNulty, will visit on October 19.

Lockers will be ordered after getting votes from staff tomorrow; Mr. Ken Cimeno approved the locations in both buildings.

Mr. Brennan, Ms. Sliwa and Ms. Connolly will visit the Early Childhood Education Center to get ideas for replacing the table and chairs in the Children's rooms; ideas about movable furniture, tables with power chargers, cubbies for toys and puzzles were discussed.

Batteries are being ordered for the patron counters so they can be reinstalled.

Young Adult books are now being re-categorized and will be moved to their own space in the stacks.

A budget formula is being worked on with Ms. Amber Moroney to distribute circulation material dollars.

Grants are being worked on for STEM programs.

Next Meetings:

Thursday, November 14 at 6:30pm

Thursday, December 12 at 6:30pm

A motion to adjourn the Open Meeting was made by Ms. Driscoll at 8:21pm and seconded by Ms. Wilkinson. All voted in favor.

Respectfully submitted,

Sarah Santos