



Amber Moroney
 Library Director
 Dedham Public Library
 43 Church Street
 Dedham, MA 02026
 781-751-9281
amoroney@dedham-ma.gov

Board of Library Trustees
 Shirin Baradaran, Chair
 Tom Turner, Vice Chair
 Annette Raphel, Secretary
 Brian Keaney
 Crystal Power
librarytrustees@dedham-ma.gov

DEDHAM PUBLIC LIBRARY TRUSTEES MEETING MINUTES
7:00 p.m., March 3, 2022
In person meeting, Main Library

MEETING CALLED BY	Board of Library Trustees, Dedham
TYPE OF MEETING	Regular monthly meeting
CHAIR	Shirin Baradaran
VICE-CHAIR	Tom Turner
CLERK	Annette Raphel
ATTENDEES	Brian Keaney (Trustee) Crystal Power
PUBLIC ATTENDEES	

Note: Underlined items are action items.

AGENDA:

- **Call to Order:** Shirin Baradaran called the meeting to order at 7:06 p.m.
- **Public Input:** – there was none
- **Discussion and Vote: Strategic Plan Development:**
 - Update on Harrington Management International (HMI)- There was a meeting with HMI and the Strategic Planning Committee on March 1st. Minutes of that meeting will be available once voted on by the trustees. Annette Raphel, Shirin Baradaran and Brian Keaney attended the virtual meeting.
 - Strategic Planning Committee follow up-
 - Mailings for the homework assignment given to the committee have not yet been forwarded
 - Summer meetings should be planned now, if possible

- Flag Day Parade – The Library would like to have a presence and possibly use the event to communicate desire for input to the strategic plan. Crystal Power and Amber Moroney will come up with a draft plan for the next meeting.
 - Later opening for the libraries on March 18, 2022 to allow HMI to hold a valuable strategic planning session with the staff- Annette Raphael made a motion, seconded by Crystal Power, to allow the libraries to open at 11:00 am on March 18th in lieu of 10:15 planned delay. This was unanimously affirmed. The calendar should be changed to reflect this vote.
- **Director's Report:**
 - Circulation is up and it has been a good month for new Library cards. Riverdale, Avery and Greenlodge had a drive, helping sign up new patrons. Ask the ECEC if they would like to join. A trustee wondered if the sign up of new library cards matched the demographics of library usage from residents in areas and Amber Moroney said that she would try and parse out that information.
 - 150th anniversary party was successful
 - Weekend usage is encouraging, and we will be looking more closely at patron data. We are especially interested in Sunday hours at Endicott. Amber Moroney will check with Sunday employees for their perspectives and we will review all usage in May, along with cumulative data (averages)
 - Facilities Updates- fixing the ramp is still on the agenda and a water heater replacement was successful
 - Mask Mandate – There was a conversation about the town's Feb 28th lifting of the mask mandate in buildings and the library's policy about maintaining a mandate in the children's room. The discussion centered on what data should inform these kinds of policies. Ultimately, the trustees felt that we should follow town, school, and state guidelines and asked questions about what should be the best guidance for any decisions, including the rate of transmission and guidelines from the Board of Health and Town Hall. Brian Keaney made a motion that the library should follow the guidance of the Dedham Board of Health going forward for whether to implement a mask mandate. Crystal Power, seconded after clarifying that the Board of Health's guidance would be followed and not town hall's guidance on masks. Crystal Power, Brian Keaney and Tom Turner supported the motion. Shirin Baradaran and Annette Raphael voted no, in anticipation of when the Board of Health and Town Hall may not have consistent policies. The motion carried. It was confirmed that, based on the Board of Health's current guidance, the library would no longer have a mask mandate for any areas
 - I am Dedham, is an undertaking which will be aired on Dedham TV. Meredith Fournier and Mary Ellen Stokes will represent the library
 - An offer for the position of Program Manager was turned down, as the applicant accepted a job elsewhere and the trustees wondered if Amber Moroney could reach out and find out the reason as that may be helpful for future hiring. Interviewing is taking place to fill a part-time position.
- **Discussion and Vote: FY 2023 Budget Update:**
 - March 19th Amber Moroney will continue conversations with the Finance and Warrant Committee about budget requests: The new requested position of Archivist will be a focus for the discussion, acknowledging that the library would not be the only beneficiary, but also that the position could support Town Clerk Paul Munchbach's office

- There is a new initiative of pairing department heads with Fin Com reps (John Heffernan and Michelle Persson Reilly are paired with Amber Moroney. Tom Turner suggested that he and Amber Moroney try and having a pre-meeting with both of them before the March 19th meeting to answer any questions they may currently have
- ***Discussion and Vote: Closing Endicott Branch on April 17 (Easter):***
 - There was a discussion about fiscal ramifications for Sunday non-union employees, and Sunday Endicott usage after a prior snowstorm when we decided to open.
 - Brian Keaney moved to close on Easter Sunday and Annette Raphael seconded. Annette Raphael, Tom Turner, and Brian Keaney voted to close on Easter Sunday. Shirin Baradaran voted against closing. Crystal Power abstained. The motion carried.
 - The Board decided to take a year-long look at any dates when opening the library merits conversation, rather than ad hoc decisions one at a time. We are asking Amber Moroney to take a look at a fiscal year and present dates up for discussion
- ***Discussion and Vote: Update on Library Trust Funds:***
 - Brian Keaney and Annette Raphael met with Amber Moroney on February 24. There are 10 trust funds that Amber Moroney gathered information about and put into spread sheet. Each trustee is responsible for further research on 5 of them
 - Shirin Baradaran informed the board that Jason Caravaggio, Dedham's interim treasurer, informed us that we can probably adjust the investment allocation mix should we want to, which is a decision that we have not yet made.
- ***Discussion and Vote: Update on Town Report:***
 - Brian Keaney will meet with Amber Moroney
- ***Discussion and Vote: Approval of Minutes from February 3, 2022***
 - Brian Keaney made a motion to accept the minutes, seconded by Crystal Power. There was unanimous consent.
- ***Old/New Business*:***
 - Amber Moroney received an email from a patron alerting her to a post on Facebook about another patron who checked out books from the Black History display in the Children's room and indicated an intention not to return them. She shared her response affirming the collection policy that the Board voted on in June and which is posted on the library's website. Amber Moroney also received emails from patrons who appreciated and affirmed the library's diversity outreach.
 - Board members received an email directly from the person who had posted on Facebook and had a chance to discuss the email.
 - Annette Raphael wrote a response and shared it with the Board, both appreciating direct communication and an opportunity to respond. She reiterated our policy which, while lengthy, asserts the library's commitment to be welcoming to everyone and to affirm parents' rights to make decisions about their own children's reading but not to censure book availability and thereby make decisions for other families.
 - Tom Turner found out about the post from neighbors and appreciated direct communication with the library

- Crystal Power, who is a ~~directs~~ Social Studies curriculum coach for a school system contributed a school perspective and talked about young adult themes in picture and children's books
- All trustees expressed a commitment to ensure that the books discussed in the social media post continue to be available to our patrons
- The board clarified that emails from patrons can be answered individually, and board members can know about individual replies, but cannot discuss them unless it is at an open meeting
- The snow day policy will be reviewed September
- There is a question about our bylaws which, in order to be consistent with state law, should change the title of the position of notetaker from secretary to clerk. Brian Keaney made a motion to change the title of the position. Annette Raphel, currently serving in that role, seconded the motion. There was unanimous agreement. (Please notice the change has already been implemented on page one!)
- ***Schedule Next Meeting:***
 - April 7 – The Board will be meeting at the Endicott branch
 - May 5
 - June 2 tentative schedule, as needed
- ***Motion to Adjourn:***
 - Brian Keaney made a motion to adjourn at 8:55 p.m., seconded by Crystal Power. As expected, the vote was unanimous.

**This item is included to acknowledge that there may be matters not reasonably anticipated by the Chair that could be raised during the Public Comment period by other members of the Committee, by staff or others.*