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Board of Library Trustees
 Shirin Baradaran, Chair
 Tom Turner, Vice Chair
 Annette Raphael, Clerk
 Brian Keaney
 Crystal Power
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DEDHAM PUBLIC LIBRARY TRUSTEES MEETING MINUTES
7:00 p.m., June 9, 2022
Endicott Branch of the Dedham Public Library

MEETING CALLED BY	Board of Library Trustees, Dedham
TYPE OF MEETING	Regular monthly meeting
CHAIR	Shirin Baradaran
VICE-CHAIR	Tom Turner
CLERK	Annette Raphael
ATTENDEES	Brian Keaney (Trustee) Crystal Power (Trustee)
PUBLIC ATTENDEES	Amber Moroney, Director Wes Harrington, consultant Strategic Planning Committee members (in addition to Amber Moroney, Annette Raphael, and Tom Turner): Rachel Miller Julie Harvey, library staff Marisa Campanella, library staff

Note: Underlined items are action items.

Call to Order – Shirin Baradaran called the meeting to order at 7:04 pm

Public Input (20 min max) - none

Discussion and Vote: Update on Strategic Plan Development - Presentation by Wes Harrington (Strategic Planning Consultant)

Presented Phase 1 summary report (summary to get a sense but not the report

- Purpose of the strategic plan is to ultimately proactively provide programs, services and facilities that meet the changing needs of the community

- The past 3 months have been spent on research – to spotlight unique aspects of the library as well as to confirm what is already known
- Cohort groups consulted
 - Trustees
 - Staff (group)
 - Strategic Planning Committee
 - Selected individuals from town organizations – ongoing
 - Random selection of Dedham residents, out of 250 got responses from 51 people, (these people were selected by a data research firm considering age, zip code and gender) 49 written, 2 online portal responses
 - Professional library organizations-what’s trending, much useful information
 - Open meeting – roughly 10 attendees plus 40 written responses to online survey
- Much positive feedback – samples: ‘my happy place’; historic core of Dedham and deserves to be treated accordingly; insufficiently appreciated in the town; staff is friendly, accommodating; decompression place; child magnet; safe space; nontraditional educational setting; demands curiosity and engagement.
- Areas for improvement – Rundown; parking is difficult; not easy to navigate to find what you want; ‘books transport me but the library doesn’t’; not accessible; ‘what does the library do to engage me?’; the web makes libraries somewhat obsolete; unaware of programming; perception that libraries are really only for kids; dark and depressing;
- ALA, MBLC, NELA- professional organizations point to these areas:
 - Libraries have to become more versatile
 - Libraries have to exude vibrancy and creativity
 - Libraries have to demonstrate value – need to communicate offerings so people know what they are missing
 - Libraries must envision different user applications (samples: dance lessons, music rooms, vibrant young adult areas)
 - Libraries should develop more opportunities for congregation such as book clubs, flex space meetings
 - Libraries should take the opportunity to engage in greater community collaboration to partner with other agencies
 - Libraries should strive to act as a ‘community center’ and resource and have a social responsibility
 - Libraries can learn to efficiently use more technology to combat budget pressures
 - Libraries have to work to proactively change the perception of libraries in general and combat what people may remember as silent, fine-collecting, austere places
- Initiatives to start thinking about:
 - Address the deficiencies in the physical facility of the library- develop a case for support (value to the town) Build the case statement for support

- Establish comprehensive communication plans (unique Dedham identity) for the library
- Determine an approach to increase linkage between the library and key organizations in the town

Phase II Active Strategic Planning:

- The committee will meet 3 Saturday mornings, 9:00 – noon June 18th (in person) July 9th (hybrid) July 16th (hybrid)
- They will work on Mission/Vision/Value, and identify strengths, weaknesses, opportunities and threats
- The goal is to produce 4-6 strategic goals and establish objectives, strategies, and operational tactics to achieve these goals – *The Action Plan* as well as to determine performance measurements, timeline, and funding streams. The chair of the trustees and the Director of the Library will monitor.

Phase III

- A final version of the strategic plan will be presented as a final report to trustees and committee on September 8th

Director's Report shared electronically – no questions

Discussion and Vote: Story-walk Installation at Endicott Branch

- The proposal was approved by Endicott Commission and there was a brief discussion about where podiums would be set up to consider crossing the parking lot
- Brian Keaney made a motion to approve the project, Crystal Power seconded it and it was unanimously approved. Funding of \$2,000.00 will be sought from library support groups.

Discussion and Vote: Filming of a Movie Near Main Library Branch and Possible Use of Library and/or Library Grounds as a Staging Area.

- A Halloween movie made by Disney + has asked for access to the library from August 9th through the 11th, though specifics have not yet been ironed out. Nancy Baker was consulted.
- If the parking lot is affected, handicap parking and the building's ramp may be impacted and Amber Moroney will consult with Ken Cimino, Building Commissioner. Annette Raphel made a motion granting Amber Moroney discretion to accept, reject or modify access to the library, Crystal Power seconded, and it was unanimously affirmed. Trustees asked 5 things: 1) to minimize impact on the robust summer programming, 2) to consider asking the company to do an educational session in the future about movie production for patrons, perhaps when the movie is released, 3) to ensure that the subject matter of the movie would not jeopardize the reputation of the library and 4) to communicate enthusiastically about the excitement of having local filming and 5) clearly about the impact on library schedule, programming and accessibility.

Discussion and Vote: FY 2023 Budget Update no unexpected news

Discussion and Vote: Capital Project for the Front of the Main Library

- Amber Moroney talked with town manager Leon Goodwin about coordinating with Denise Moroney, Director of Facilities, and Bernardo Rodriguez, Project Manager. James Carr, an architect/designer who is familiar with the library from a 2015 contract

has been asked to work on the front of the library structurally (utilities, water damage) and aesthetically (landscaping). Annette Raphel will be the trustee liaison.

Discussion and Vote: Update on Bylaw Amendment – it was passed so that trustees no longer sign off on bills, months that we meet are no longer specified, and the secretary’s position, to be consistent with other town boards, will be titled ‘clerk’.

Discussion and Vote: Flag Day (June 14th) Event – Trustees and some staff will march handing out candy and information about library and summer reading kickoff

Discussion and Vote: Update on Annual Town Report- submitted

Discussion and Vote: Approval of Open Meeting Minutes from April 28, 2022 – Brian Keaney made a motion to approve them, Crystal Power seconded the motion and they were unanimously approved. Brian Keaney also made a motion to approve, but not yet release, minutes from the executive session on April 28th. The motion was seconded by Crystal Power and also unanimously approved.

Old/New Business* -

- Shirin Baradaran is working on improving communication between the board and Amber Moroney
- Communication will be forthcoming about this evening’s strategic planning presentation:Annette Raphel will draft something for the Times and sent it to Amber for final edits or revision
- The problem with the Endicott doors seems to be resolved
- Amber Moroney will check with the staff about the use of plexiglass dividers in both libraries as it is unclear whether they are effective and they may compromise relationship building between staff and patrons
- Brian Keaney raised a staff question

Schedule Next Meeting

- August 3rd Wednesday at the Main library
- September 8th, Thursday at the Endicott branch
- October 6th will be reevaluated due to Amber Moroney’s absence

Executive Session: Shirin Baradaran, at 9:10 pm, moved to enter executive session to consider the purchase, exchange, lease or value of real property as she had determined that an open meeting may have a detrimental effect on the negotiating position of this Board, which was seconded by Crystal Power and through a roll call was affirmed by Tom Turner, Annette Raphel, Brian Keaney, Shirin Baradaran and Crystal Power. Shirin Baradaran noted that the after the executive session, the Board would adjourn and not reconvene in an open session.

The Board entered executive session at 9:10 pm

Adjournment

After concluding the executive session, Tom Turner motioned for adjournment at 9:18 pm, seconded by Crystal Power and unanimously affirmed.