



Amber Moroney
 Library Director
 Dedham Public Library
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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., September 8, 2022
Main Branch of the Dedham Public Library

MEETING CALLED BY	Board of Library Trustees, Dedham
TYPE OF MEETING	Monthly Meeting
CHAIR	Shirin Baradaran
VICE-CHAIR	
CLERK	Brian Keaney (pro tem)
ATTENDEES	Tom Turner (Trustee) Crystal Power (Trustee) Amber Moroney, Director
PUBLIC ATTENDEES	

Comments or Questions?

[Amber Moroney@dedham-ma.gov](mailto:Amber.Moroney@dedham-ma.gov), 781-493-4299

AGENDA:

Call to Order: 7:02 pm by Chair Shirin Baradaran

Public Input: None, but Amber Moroney introduced Brittany Tuttle, the new Programs and Outreach Manager. The trustees welcomed her to Dedham.

Discussion and Vote: Update on Strategic Plan Development and Presentation by Wes

Harrington: Wes Harrington introduced the strategic plan and conducted a brief overview of the process it took to complete it. The board discussed what a strategic plan is and how it should be used, in addition to the different elements of the plan.

Most of the discussion centered around making sure the goals, objectives, and key performance indicators were all properly aligned. Trustees offered suggestions for improvement. Amber Moroney and Wes Harrington agreed to work on the document over the next week to produce a final document so that it could be finalized before the end of the month.

Discussion and Vote: Status of Director's Contract and Potentially Updating Director's Salary:

Director of Human Resources Gayle McCracken joined the board to discuss changes to the pay scales for department heads across Town government to ensure they are in line with similar communities.

The board reviewed both the old and new pay scales, and then considered where Amber Moroney was and where she would be under the Town Manager's recommendation. Tom Turner moved to re-slot Amber Moroney in band nine, step five, and that the changes be made retroactive to July 1st. Crystal Power seconded. The vote was unanimous in favor.

Director's report: Amber Moroney provided the report.

Discussion and Vote: Temporarily Closing the Endicott Branch to Fix the Circulation Desk at

Endicott: The board discussed closing Endicott for several days to make needed repairs to the circulation desk. There were concerns about the cost, amount of work, and the fact that the library may be shut down for multiple days in order to complete the work.

The board requested a detailed plan of work and a cost estimate if the work was to be done on a Saturday, when the library is closed. Amber Moroney will obtain it for the October meeting.

Discussion and Vote: Review Library Hours and Staffing: The board reviewed the hourly attendance statistics for both branches. No changes were proposed. When the library was reopened after the pandemic, there was a question about how many evenings the Endicott branch should remain open. It was noted that the evening hours at Endicott were comparable to those of the Main.

Amber Moroney asked for the board's thoughts on adding an hour to Sundays. It was suggested it would be better for families if the hours were from 9-2 as opposed to 10-3.

Discussion and Vote: Opening Late for First Aid/CPR Certification Training: Amber Moroney proposed closing the libraries for 2.5 hours so that Fallon could conduct CPR training for staff. She thought it might be possible, if some staff opted out, to keep the Endicott open.

Tom Turner moved, and Crystal Power seconded, to allow Amber Moroney to close the library for 2.5 hours on a date of her choosing to train the staff in CPR. The vote was unanimous in favor.

Discussion and Vote: Review of Snow Day Closing Procedures: The current snow policy calls for the library to close if town hall closes, and for the director to make the decision after consulting with the trustee chair outside of town hall hours.

There were a few occasions last year when the library was closed because it snowed overnight, but the roads were clear by mid-morning. It was said that if children could get to the Endicott Estate to go sledding, they should be able to go to the Endicott Branch to check out a book. Having delayed openings rather than an all-day closures was discussed.

There is potentially a conflict between the trustees having control over when the buildings are open and the town manager having control over the staff. Amber Moroney will check with Town Manager ,Leon Goodwin, on staff considerations and report back at the next meeting.

Discussion and Vote: Update on Capital Project for the Front of the Main Library: The survey team has been out to the library and should have a full report by the end of the week.

Discussion and Vote: Approval of Minutes from August 3, 2022: Brian Keaney moved approval and Crystal Power seconded. The vote was unanimous in favor.

Old/New Business: It was noted that other communities have summer reading champion programs with lawn signs. It might be nice to have them here. It was also requested that someone from town hall attend a future meeting to help the board think through how best to use state aid and the trust funds.

A further discussion was then held on the strategic plan. Wes Harrington will make additional edits to the strategic plan before it is finalized and sent to the state. The board may then produce additional derivative documents that will be public facing.

It was agreed to meet on September 29th at the Endicott branch to vote on the strategic plan.

Adjournment: As there was no need for an executive session, Tom Turner moved that the board adjourn and Crystal Power seconded. The vote was unanimous.