

Thomas Crane Public Library
Board of Trustees Meeting Minutes
February 14, 2022
Main Library

Call to Order

The meeting was called to order at 8:40 a.m. by Ms. Costagliola.

Trustees Present

Diane Costagliola, Arthur Foley, William Griffin, May Mayyasi, Corinne Mitchell, and Peter Tam

Staff Present

Director Megan Allen

Director Search Committee Report

Ms. Costagliola reviewed the search committee's process and the second interview questions for the final candidate to be interviewed.

Director Candidate Interview

An interview was conducted with Sara Slymon, candidate for the Director of Libraries position.

Adjournment

The meeting was adjourned for a short break at 11:05 a.m.

Call to Order

The meeting was called to order again at 11:19 a.m. by Ms. Costagliola.

Interview Follow-up

After a general discussion of the interview with Ms. Slymon, Ms. Costagliola moved and Mr. Griffin seconded that, pending a successful reference check, the trustees recommend Sara Slymon for the position of Director of Libraries. The motion passed unanimously.

Approval of Minutes

Ms. Mayyasi moved and Ms. Mitchell seconded that the January 10, 2022 minutes be approved as submitted. The motion passed unanimously.

Election of Officers

Ms. Costagliola moved and Mr. Griffin seconded the following slate of officers: Ms. Costagliola, chair; May Mayyasi, vice-chair; Corinne Mitchell, secretary; Art Foley, treasurer. The motion passed unanimously.

Treasurer's Report

Mr. Griffin moved and Ms. Mitchell seconded that the February 22, 2022 Treasurer's Report of trust fund income and expenditures be approved as submitted. The motion passed unanimously.

Director's Report

Facilities

Except for a few remaining punch list items and the expansion of the program room, the interior renovation work at the North Quincy Branch is now complete. Work on the program room and the new community meeting room has been slowed due to supply chain delays but a spring completion date is still expected.

Programs & Services

The North Quincy Branch reopened to the public on February 1 and immediately became busy in the afternoons after school. Patrons are enjoying the renovated space, with the improved lighting inspiring the most comments so far. The Patriot Ledger published an article about the reopening on February 8, 2022.

Between the Omicron surge, several winter weather events, and the usual January pause in regular children's programming, attendance and circulation dropped in January but began to climb back up in the second half of the month. Sunday visits continued to grow, overtaking Saturday as the busiest day of the week (hour by hour) for the first time since the library reopened on Sundays in September 2021.

The TCPL Foundation has received a generous gift from Wayne Miller to fund the digitization of some of the library's historic local newspapers. The project will get underway soon and be completed by June 2022. In addition, the Library has submitted an application for Community Preservation Act funding to create preservation microfilm copies of additional historic newspapers.

Old Business

Investment Committee Report

Ms. Mitchell reported that although the Schwab accounts have recently taken a dip due to stock market volatility, the overall value is still up significantly compared to two years ago.

New Business

Proposed Revision to Appropriate Library Use Policy

Ms. Allen distributed a draft revision of this policy and a summary of proposed changes, for discussion and a vote at the next meeting.

Updated Meeting Schedule

Ms. Allen will distribute an adjusted schedule before the next meeting.

Conflict of Interest Training

A reminder from the City for all employees and appointed board members to complete the Conflict of Interest training has been sent to all City department heads and will be forwarded to the trustees.

Adjournment

The meeting was adjourned at 12:20 p.m. The next scheduled meeting will be held on Monday, March 14, 2022 at the North Quincy Branch Library.

Documents Distributed

- Draft Minutes from the January 10, 2022 Trustees Meeting
- February 14, 2022 Treasurer's Report
- Appropriate Library Use Policy - Draft Revision 1/25/2022
- Summary of Proposed Appropriate Library Use Policy Revisions - 1/25/2022