

**Thomas Crane Public Library  
Board of Trustees Meeting Minutes  
Main Library at the Quincy Room  
Thursday, May 9, 2024 at 8:30 - 9:30 a.m.**

**Trustees Present**

Chair Ms. Corinne Mitchell, Vice-Chair Ms. May Mayyasi, and Ms. Liberty Schaaf.

**Trustees Absent**

Treasurer Mr. Arthur Foley and Secretary Mr. Peter Tam.

**Staff Present**

Director Ms. Sara Slymon, Deputy Director Ms. Kristy Lockhart, and Technology Director Ms. Taylor Devlin.

**Call to Order**

Chair Mitchell presided and the call to order was made at 8:30 am.

**Approval of the March and April 2024 Minutes**

Chair Mitchell requested to Vote to approve at the June meeting.

**Director's Report**

Director Slymon reported that the search for a new Trustee is still ongoing.

The Richardson docent tours will start in the summer. Reupholstering of current chairs or replacement with new ones are being considered.

Official opening for Makersapce is scheduled for May 23 at 3:00 pm.

Work at Adams Shore started last week.

The Director attended the MLA conference in Framingham, MA. Next year the conference will be in the Cape. Director might send all Staff to attend just like other libraries.

Director Slymon will report on the conference in June.

Director Slymon has officially been elected as the Massachusetts Library Association President Elect.

Director Slymon asked the City for budget increases. Due to cuts at the Government level across the board, no new positions were authorized but the library received a \$63,000 increase to the book budget, a \$7500 increase to the supply line, and the Executive team received raises. All other increases were to meet contractual obligations.

The three-year plan for Technology upgrade prepared by Technology Director Devlin, was also rejected.

Deputy Director Lockhart attended the Public Library Association, conference in Columbus, OH, and Technology Director Devlin attended Computers in Libraries in Arlington, VA.

Both Directors highlighted the importance of attending Library Conferences on different subjects of interest. They were able to exchange and share experiences and came back with new ideas that would benefit the staff, the patrons, and the community.

**Treasurer's Report**

No report was presented as Mr. Foley was absent.

### **Friends of the Library Liaison's Report**

Director Slymon reported that the Friends will be having change of leadership in July 1, 2024. The Director asked the Friends for more funds for programs and for support for staff Professional Development.

### **TCPL Foundation Liaison's Report**

Chair Mitchell reported that there is a very qualified candidate for the helm of the Foundation: Mr. Robert Cerasoli.

### **Old Business**

#### **Voting**

After the Trustees reviewed the documents for both policies:

- Computer and Internet Policy:

Ms. Mayyasi moved to approve the policy and Ms. Schaaf seconded the motion.

The Motion was approved unanimously.

- Photography Policy:

Ms. Mayyasi moved to approve the policy Ms. Schaaf seconded the motion.

The Motion was approved unanimously.

Director Slymon will provide Details on the Branding in June.

Chair Mitchell will Send final copy of the Bylaws to the Trustees to vote on in June.

Chair Mitchell will appoint a Director Evaluation committee.

### **New Business**

Director Slymon presented the draft for the strategic plan and will provide the action plan for implementation in June.

Director Slymon presented the New Meeting Room Policy in order to vote on in June.

Director's Budget will be submitted in advance of the June meeting

Chair Mitchell Announced the special meeting of the Board to vote on the affirmation of Mr. Robert Cerasoli, which is set for Friday May 10, 2024 from 12:00- 12:30 p.m. in the Quincy Room at the Main Library.

### **Adjournment**

With no further business, Chair Mitchell adjourned the meeting at 9:14 a.m.

### **Quincy Residents Present**

Kathleen Sullivan Moran

Norman E Tuttle

Cindy Brandi

### **Minutes prepared by**

Vice-Chair May Mayyasi.