

MEETING OF THE
BOARD OF LIBRARY TRUSTEES
MAY 14, 2019
MINUTES

Location: Robbins Library Conference Room

Call to Order

Chair Amy Hampe called the meeting to order at 7:18 pm, and in attendance were trustees Heather Calvin, Adam Delmolino, Jonathan Gates, Kathy Fennelly, Stephen Quinlan, and Joyce Radochia. Also in attendance were Andrea Nicolay, library director, and Anna Litten, assistant library director. Community members attending were Kathy Bodie, Superintendent of Schools, Kate Loosian, AHS Building Committee and Sandy Pooler, Deputy Town Manager.

Arlington High School Building Committee

Dr. Bodie shared information on the AHS building project and took questions from the Board. Additional information is available at AHSBuilding.org.

Community Time

There were no other members of the public present.

Approval of April 9th Meeting Minutes (vote needed)

The Board reviewed the minutes of the October 9 meeting. Ms. Fennelly moved to approve the minutes. Mr. Delmolino seconded the motion. The Board approved the minutes.

Appointment of Nominating Committee (vote needed)

Mr. Delmolino moved to appoint Ms. Radochia and Ms. Fennelly to the Nominating Committee. Ms. Calvin seconded the motion. The Board approved the appointments.

Art Prints Warrant Article Debrief

Ms. Nicolay debriefed the Board on Warrant Article and Town Meeting discussion. Ms. Radochia thanked Ms. Nicolay for her excellent work presenting to Town Meeting. Ms. Nicolay summarized the questions she fielded from the community at Town Meeting. The Board congratulated Ms. Nicolay. The Board discussed follow up steps to deaccess the art prints. Ms. Fennelly and Ms. Hampe will continue to serve on the Art Prints Working Group.

FY20 Library Budget Plan

The Board discussed the FY20 Library Budget. Ms. Nicolay will present budget requests to the Trustees, Friends of Robbins Library, Friends of Fox Library, and Arlington Libraries Foundation

in August, 2019. As the funding picture shifts for the Friends of the Robbins and Friends of the Fox, Ms. Nicolay has requested that Department Heads create draft budget proposals by mid June. Ms Nicolay and Mr. Delmolino will meet with the Town Treasurer to discuss Trust funds.

Preliminary Discussion of FY20 Administration and Trustee Goals

The Board discussed FY20 Administration and Trustee Goals. Ms. Nicolay will be meeting with library staff to begin drafting goals. Goals will include deaccessioning art prints, and creating a new strategic plan. The Board discussed the timeline for the approval of Administration and Trustee goals.

Director's Report

The Board reviewed the Director's Report. Ms. Nicolay discussed changes to the Fox Branch Librarian job description and the two WBUR stories featuring the Robbins Library. The WBUR story on Drag Prom has been picked up by NPR. Ms. Nicolay explained that she will be working with Arlington Human Services Network to address at-risk library users in the future.

Foundation Liaison Update

Ms Fennelly reported on the Foundation meeting. The Foundation is looking forward to naming the capital fund as they plan for ROL. The Foundation is appointing an investing committee. The Foundation is looking for two new members, a new website, new logo, and a new donor management database.

Friends Liaison Updates

Ms. Radochia was unable to attend the Friends of Robbins Library meeting. Ms. Litten shared that the Friends Board is wrapping up their Fiscal Year, welcoming new Board members, and was honored to support the memorial service for Judi Paradis. Mr. Delmolino reported that the Friends of Fox did not host an open meeting.

Communications and Announcements

Ms. Nicolay shared a thank you letter she wrote to ACMi for their work at Judi Paradis' memorial service.

Unanticipated Items

Ms. Nicolay shared that the Parking Warrant before Town Meeting passed and that the Select Board will reexamine pricing structure at Town lots. Mr. Quinlan attended a training session sponsored by MBLC for new library trustees. Mr. Quinlan raised the issue of the certificate of receipt for open meeting law certification. Ms. Nicolay will follow up.

Date of Next Meeting: June 11, 2019

Adjournment (vote needed)

Mr. Delmolino moved to adjourn. Adjournment was approved unanimously. Meeting adjourned at 9:12 p.m.

Materials Distributed:

- May 14, 2019 Meeting Agenda
- April 9, 2019 Meeting Minutes
- April 2019 Director Report with April 2019 Circulation Statistics and Monthly Snapshot
- (AHS Project Overview)