

MEETING OF THE
BOARD OF LIBRARY TRUSTEES
OCTOBER 12, 2021
MINUTES
Conducted by Remote Participation

Call to Order

Chair Jonathan Gates called the meeting to order at 7:18 p.m. and in attendance were trustees Heather Calvin, Adam Delmolino, Kathy Fennelly, Amy Hampe, Stephen Quinlan, and Joyce Radochia. Also in attendance were Andrea Nicolay, library director, and Anna Litten, assistant library director. Mr. Gates shared open meeting law information as it pertains to remote meetings and read the Resolution Acknowledging Native Lands.

Community Time

There were no members of the community present.

Approval of September 21 Meeting Minutes (vote)

Ms. Calvin moved to approve the minutes as amended. Mr. Delmolino seconded the motion. Under guidance from the Attorney General's office, the Board held a roll call vote. Ms. Fennelly voted aye, Ms. Hampe voted aye, Mr. Gates voted aye, Mr. Quinlan voted aye, Ms. Radochia voted aye. The Board approved the minutes.

Strategic Plan Final Review (vote)

The board discussed the Strategic Plan, 2022-2026. The Board complimented Ms. Nicolay on the Strategic Plan. The Board discussed the final Strategic Plan document and naming conventions for the Robbins and Fox libraries. Mr. Delmolino moved to approve the Strategic Plan. Ms. Hampe seconded the motion. The Board held a roll call vote. Ms. Calvin voted aye, Ms. Fennelly voted aye, Mr. Gates voted aye, Mr. Quinlan voted aye, Ms. Radochia voted aye. The Board approved the Strategic Plan.

The Board discussed the implementation plan for achieving strategic plan goals and identifying Trustee projects based on goals. The Board discussed acknowledging ongoing bodies of work for staff and Trustees that are not included in the strategic plan and including ongoing work in the implementation plan as a tool for prioritizing work and redirecting staff energy.

Computer Use and Public Internet Policy (vote)

Ms. Nicolay shared the revised Computer Use and Public Internet Policy including suggested language suggested by Town Counsel. Ms. Calvin moved to approve the Computer Use and

Public Internet Policy. Mr. Delmolino seconded the motion. The Board held a roll call vote. Ms. Fennelly voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye, Ms. Radochia voted aye, Mr. Gates voted aye. The Board approved the Computer Use and Public Internet Policy.

FY23 Budget

Ms. Nicolay reported on conversations with the Head of Children's Services regarding enhanced Youth Services support staff. Ms. Nicolay recommends advocating for additional librarian staff. In light of clear community needs discussed in the strategic plan including expanding hours in the Children's Department, Ms. Nicolay is looking forward to making a case to adequately serve the youth of Arlington with an eye to increasing hours. Ms. Nicolay discussed advocacy points she will share with Town administration. The Board discussed advocating for hours, and identifying additional hours that best serve the community. Ms. Nicolay requested a Board working group to assist in framing the budget request. Board members will contact Ms. Nicolay directly if interested in serving on the subcommittee.

Director's Report

The Board discussed the Library Director's Report. Ms. Nicolay shared that an offer has been made for the Adult Services Librarian for Local History position, in-person programs have resumed, and staff are seeing high mask compliance. The Board commented on the very strong circulation statistics and requested changes in the circulation report. The Board discussed plans for a Library of Things at Fox.

Foundation Liaison Update

Ms. Calvin reported that there has not been another Board meeting since her last report. The Board holds bi-monthly meetings with small group work on alternate months.

Friends Liaison Updates

Ms. Radochia reported on the Friends of Robbins meeting including the full year of programs, fundraising activities, and the upcoming Book and Art Sale. Ms. Radochia discussed fundraising discussions among the Friends Board. There was no update from the Friends of Fox.

Communications and Announcements

There were no communications and announcements.

Unanticipated Items

Ms. Nicolay shared an email from Select Board member Len Diggins regarding the new "Youth and Young Adult Advisory Board Study Committee". Board members interested in serving on the committee can contact Mr. Gates, who will appoint a Board member to the committee.

Date of Next Meeting: November 9, 2021

Adjournment (vote)

Ms. Fennelly moved to adjourn. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Delmolino voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye, Ms. Radochia voted aye, Mr. Gates voted aye. The meeting adjourned at 9:18 p.m.

Materials Distributed:

October 12, 2021 Meeting Agenda

September 21, 2021 Meeting Minutes

The Public Library of Arlington, MA Draft Strategic Plan, 2022-2026

Computer Use and Public Internet Policy

Library Director Report September 2021 with Circulation Report