

MEETING OF THE
BOARD OF LIBRARY TRUSTEES
NOVEMBER 9, 2021
MINUTES
Conducted by Remote Participation

Call to Order

Chair Jonathan Gates called the meeting to order at 7:17 p.m. and in attendance were trustees Heather Calvin, Adam Delmolino, Amy Hampe, and Stephen Quinlan. Also in attendance were Andrea Nicolay, library director, and Anna Litten, assistant library director. Trustees Kathy Fennelly and Joyce Radochia were not in attendance. Mr. Gates shared open meeting law information as it pertains to remote meetings and read the Resolution Acknowledging Native Lands.

Community Time

No members of the community were present.

Approval of October 12 Meeting Minutes (vote)

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

Strategic Plan Implementation Timeline

The Board discussed the Strategic Plan Implementation Timeline and the outline document. Ms. Nicolay shared the final PDF of the Strategic Plan and discussed communications strategies for publicizing the plan to the community. The Board discussed tying the Strategic Plan rollout to the website release.

FY23 Budget

Ms. Nicolay presented the reorganization structure and discussed management history and changes at Robbins Library. The Board discussed the place of library support groups in the library's organization chart. Ms. Nicolay reported on the Nov. 4 Town Department Heads meeting and the message presented to Department Heads regarding staffing requests and budget increases in light of a looming override. Ms. Nicolay requested additional meetings with the budget working group to hone the budget request that will be presented to Mr. Chapdelaine, Mr. Pooler, and Ms. Wayman at the December Trustees meeting. The Board discussed the budget landscape for the town, the impact on library budget requests, and strategies for a budget presentation in December.

Director's Report

The Board discussed the Library Director's Report and the Circulation Report. Ms. Nicolay discussed social worker drop-in hours, the Arlington Reads Together book choice, the new Owl Meeting Camera, and librarian Katy Kania's interview with WGBH as well as other items in the Director's Report.

Foundation Liaison Update

Ms. Calvin reported on the Foundation meeting. The Board welcomed new member Chris Grugan and received a positive response to the annual report. The newly installed Story Walk is up for viewing in Arlington Heights. Ms. Calvin discussed the role of Trustees and fundraising for the Foundation.

Friends Liaison Updates

Ms. Nicolay reported on the November Friends of Robbins meeting. The Friends discussed the upcoming Book and Art Sale. There was no notice of a Friends of Fox meeting.

Communications and Announcements

There were no communications or announcements.

Unanticipated Items

Mr. Quinlan reported on the Town's newly formed Study Committee for the Youth Commission. The board discussed adding a place for this item on future agendas.

Date of Next Meeting: December 14, 2021

Adjournment (vote)

Ms. Calvin moved to adjourn. The Board held a roll call vote. Mr. Delmolino voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye, Mr. Gates voted aye. The meeting adjourned at 9:05 p.m.

Materials Distributed:

- November 9, 2021 Meeting Agenda
- October 12, 2021 Meeting Minutes
- 2022-2026 Strategic Plan Implementation Outline
- Fiscal Year 2023 Budget Organization Chart
- Library Director's September 2021 report with Circulation Report