

MEETING OF THE  
BOARD OF LIBRARY TRUSTEES  
DECEMBER 13, 2022  
MINUTES  
Conducted by Remote Participation

**Call to Order**

Chair Stephen Quinlan called the meeting to order at 7:15 pm and in attendance were trustees Heather Calvin, Adam Delmolino, Jonathan Gates, Amy Hampe, and Joyce Radochia. Also in attendance were Anna Litten, Library Director, and Acting Town Manager Sandy Pooler. Mr. Quinlan shared open meeting law information as it pertains to remote meetings and read the Resolution Acknowledging Native Lands. Trustee Kathy Fennelly joined the meeting at 7:19.

**FY24 Budget Presentation to Acting Town Manager Sandy Pooler**

Mr. Quinlan thanked Mr. Pooler for joining the meeting. Ms. Litten presented the Library Services FY24 Budget Presentation. Ms. Litten shared data on increased library use, staffing information from Arlington's comparable communities, and information on the library's Municipal Appropriation Requirement as part of the library's FY24 budget request for \$44,677. Mr. Pooler shared information on the Town and budgeting process and discussed Arlington's size and school-age population. Mr. Pooler discussed Town preparations for potential upcoming overrides. A discussion ensued regarding possible funding sources for capital improvement projects including the possibility of MBLC funding for Fox renovations. A discussion also ensued regarding the impact of not meeting the MAR including loss of additional funding.

**Community Time**

Community member Rebecca Gruber discussed community usage of library resources and expressed a desire for public advocacy opportunities for budget requests.

**Approval of November 8 Meeting Minutes (vote)**

Ms. Hampe moved to approve the minutes. Mr. Quinlan seconded the motion. Under guidance from the Attorney General's office, the Board held a roll call vote. Ms. Calvin voted aye, Mr. Delmolino voted aye, Mr. Gates voted aye, Mr. Quinlan voted aye, Ms. Radochia voted aye. Ms. Fennelly abstained. The Board approved the November 8 Meeting Minutes.

**Director's Report**

Ms. Litten shared the Library Director's Report. Ms. Litten discussed the new emphasis on collections and space. Staff are attending DEI workshops led by Strategy Matters. The Library of

Thing page on the website has been updated to better reflect the growing Library of Things Collection at Fox. Stephen Toropov joined the library as Head of Teen Services. Discussion ensued regarding the hiring process for an Assistant Director. Ms. Litten noted that the circulation report contained a clerical error regarding dates. Discussion ensued regarding growth in usage of electronic resources and better supporting this collection area.

#### **Poet Laureate Committee Update**

Ms. Hampe reported that the Poet Laureate Committee received applications for the position. The applicant pools will be narrowed down to finalists. An event is being planned to welcome the new poet laureate in the new year.

#### **Foundation Liaison Update**

Ms. Calvin reported that the Foundation will be meeting tomorrow for a combined November/December meeting. Ms. Calvin noted that gifts should go out now to meet the end of year deadline.

#### **Friends Liaison Updates**

Ms. Litten reported that the Friends of the Robbins Library will host "Music in Bloom," originally scheduled for March 2020. The event will now be held March 3, 2023. Ms. Litten reached out to Friends of Fox and is working to schedule a meeting.

#### **Communications and Announcements**

Ms. Litten shared a card sent to the Trustees by Pam Watts-Flavin thanking the Board for support and providing opportunities for staff learning.

#### **Unanticipated Items**

There were no unanticipated items.

#### **Date of Next Meeting: January 10, 2023**

#### **Adjournment (vote)**

Mr. Delmolino moved to adjourn. Ms. Calvin voted aye, Ms. Fennelly voted aye, Mr. Gates voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye, Ms. Radochia voted aye. The meeting adjourned at 8:26 p.m.