

Maynard Public Library  
Trustees' Meeting  
September 21, 2021

Attendance: Jean Maguire, Jan Rosenberg, Peter Reed, Sally Bubier

Minutes: August minutes were approved.

Open Session: No visitors

Warrants signed.

Correspondence: none

Election of 2021-2022 officers: Sally will continue as chair; Jan will assume secretary role

Report from Library Director

Personnel: Jeremy promoted to Assistant Library Director ; Liz Leaver has returned as part time Circulation Assistant on Tuesday evening and some Saturdays; Collection Services Librarian position has been posted (responsibilities reorganized).

New Library Logo and website updates: Jean would like feedback on website

Expanded hours as of 9/7: Library open til 9pm on Tuesdays and Thursdays; 10-5 on Saturdays. Staff now has assigned comp days in exchange for working on Saturdays.

ARIS Report: was due in August. Jean will email PDF to Trustees. State financial report due next.

Youth programming collaboration with Assabet Valley Innovation Alliance: Partnership with Mass. Innovation Network and Assabet Valley Chamber of Commerce to support encouragement of innovation and entrepreneurship with programs at Library in the next few months.

Past Programs and Events of Note: in addition to 150<sup>th</sup> Parade, Garden Party, and Staff Appreciation Lunch with Steve, Jean and Jeremy visited Camellia Gardens to promote home bound delivery services and library cards. They would like to do something similar at The Vue.

Upcoming programs and events of note: Jeremy's Gmail class is first indoor program since the library reopened. OWL device has been borrowed from Minuteman Network for enhancement of hybrid format; to be tested with possible purchase in the future. We need to get the word out on Decoding the News program Thursday night. Maynard Fest and Book Sale first weekend in October; the Library will have a booth downtown in addition to the Book Sale. Anniversary Author Celebration: Jerry Kraft on October 11, William Kent Krueger on October 14.

Buildings and grounds

Charging Stations: town waiting on Eversource to complete work. 4 cars total.

Repairs: Rooftop HVAC unit (done), alarm sensor (1 faulty sensor removed), automated door (done, but expensive contract for annual maintenance noted).

Kyle (DPW) and Jean meeting monthly for information sharing and coordination.

Mildew outbreak in Trustees Room as well as in office. Kyle brought strong dehumidifier and mildew has not reformed. Additional dehumidifiers have been purchased, and Jean is looking to Bernell for humidity sensors to address excess humidity in the building long term.

#### FY23 budget planning

Budget request format from town has been delayed.

October 15 is deadline for capital requests.

Discussion followed with regard to budgeting for landscape needs.

#### Other new business

Selectboard would like to hear department presentations through the year.

Board will look at current action plan next meeting with an eye to revision.

Old business: None

Next Meeting: Tuesday, October 12, 2021 at 5:30

Respectfully submitted,  
Janice Rosenberg, Trustee