

Norton Public Library
Meeting of the Board of Trustees
Via

In Person & Remote Participation

Tuesday, October 10, 2023

6:03 PM

Present: Robert Berg, Brian Stalters, Jill Mathieu, Christine LeFort, Patricia Binegar, Robert Keating, Herb Ellison, Lee Parker, Amanda Viana

Absent: Lisa Daly-Boockoff, Andrea Sullivan

Clerk's Report: The Clerk's Report was read. Jill Mathieu made a motion to accept the report. Seconded by Patricia Binegar. The vote is as follows: Brian Stalters, yes; Jill Mathieu, yes; Christine LeFort, yes; Patricia Binegar, yes; Robert Keating, yes; Herb Ellison, yes. Robert Berg abstained. Motion passed.

Treasurer's Report: The Treasurer's Report was read and reviewed. Herb Ellison made a motion to accept the report, seconded by Robert Keating.

The vote is as follows: Brian Stalters, yes; Jill Mathieu, yes; Christine LeFort, yes; Patricia Binegar, yes; Robert Keating, yes; Herb Ellison, yes. Robert Berg, yes. Motion passed.

Park: Herb Ellison cleaned mud out of the gazebo and cleaned off mud on bricks near the fountain area. There are six missing granite tree markers. MAG Irrigation came to winterize in the park. They now have new keys to go with the locks we added due to vandalism. Patti got a community service student volunteer, Tyler Weincus for the Paw Path maintenance. We are looking into purchasing metal mesh cans with covers to aid in the avoidance of vandalism.

Building: Lee spoke with the Town Manager about the parking lot. He said it would probably happen after this winter, possibly as late as summer. She asked the Highway Dept. if they could paint the accessible sign on the handicap/e-v spot soon as she has been receiving more complaints. The ADT alarm system panels went off and displayed low battery. ADT was called and the issue was resolved a few days later. Restrooms were a problem. Lynch Cleaning was called to do a hazardous cleaning in the public men's room and entry areas. Soap dispensers in the public and staff restrooms had some issues which were resolved. Several had batteries replaced. Brian came and changed the timers for the outdoor lighting. He said the heating roof coils would happen soon and would take 2-3 days. (See Director's Report).

Director & Youth Services Monthly Report: The Library celebrated National Library Card Sign-up Month. We had 81 signups during this time as well as just shy of 1,000 new cardholders this summer. Two programs recently added are the Virtual Author Visits and the 50+ Virtual Job Seekers Networking. In October, authors John Irving, Rick Steves and Ruth Ware will be featured. Much time was spent trying to finish what Tamara had been working on before she resigned. Lee and Amanda spent time reworking the job description, advertising and interviewing candidates for the position. The Financial ARIS report was completed thanks to Bob's hard work and was submitted to the state after Lee's portion was added. Sarah E. worked on numerous projects this month including updating passes (with Amanda), creating flyers, working on social media advertising the library's adult events, and creating inhouse displays. The Lucky Day collection and display was completed and began circulating this month. (See Director's Report).

Leah has seen her Babytime and Storytime ages shift as the babies are graduating into the Storytime and Storytime kids are going off to kindergarten. She has been planning programs for the first half of 2024 and especially from CFCE. She did an outreach this month to all kindergarten and first grade teachers in

the Norton public schools to offer librarian classroom visits. Her goal is to see all students in those grades three times a year. She is also in contact with Wheaton College about partnerships that would provide programming at NPL such as potential tutoring/homework help hours. She is also working on letters of support for the Cultural Council (see Youth Report).

Correspondence: A letter was received from Meghana Chadavada, president of the English Honor Society at the Norton High School regarding a collaboration with NPL and the Society to offer their services in whatever community service they could render.

Adjournment: 7:00pm to open the Annual Meeting.

Reopened 7:39pm to continue monthly meeting.

New Business: Discussed updating Constitution and updating and clarifying Conditions of Employment.

Bills: Herb Ellison made a motion to pay the bills, seconded by Jill Mathieu. The vote is as follows: Robert Berg, yes; Brian Stalters, yes; Jill Mathieu, yes; Christine LeFort, yes; Patricia Binegar, yes; Robert Keating, yes; Herb Ellison, yes. Motion approved.

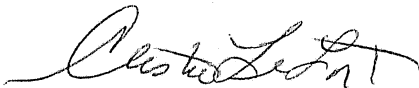
Next Meeting: November 14, 2023 at 6:00pm

Adjourned: 8:36pm

List of Documents used at the meeting:

Clerk's Report
Treasurer's Report
Directors & Youth Services Reports

Respectfully submitted,



Christine LeFort, Clerk



Brian Stalters, President