Bancroft Memorial Library

Board of Library Trustees

Minutes: June 6, 2023

Present: Christine Seaver – Chair, Marie Riddell – Secretary, Frederick Oldfield III, Tricia Perry - Library Director

The meeting was called to order at 4:04 p.m.

Reorganization of the Board:

* Fred Oldfield III nominated Chris Seaver for Chairperson and Marie Riddell seconded. Chris accepted the nomination. All voted in favor
* Chris Seaver nominated Marie Riddell for Secretary and Fred Oldfield III seconded. Marie accepted the nomination. All voted in favor.

Library Minutes:

* Fred Oldfield III made a motion, and Marie Riddell seconded to accept the minutes for May 2, 2023 with the following updates included: the 7 Hills donation amount updated to $5k, and the languages in the Library Strategic Plan Survey updated to Spanish and Portuguese. All voted in favor.

Director’s Report:

* Accepted as submitted.

Staffing Update:

* Elaine Kraimer has submitted a letter of intent to retire as of September 1, 2023. She has been employed by the Bancroft Library for 29 years. We will hold a reception to honor her on September 1st from 12-2 pm.
* The Youth Services Librarian position should be posted July 1 or sooner (posted June 7) with a goal of having the position filled on or before September 1.
* Page Position – deferring posting this paid position until we have hired a Youth Librarian

Budget Update FY23

* The FY23 budget has outstanding items in the repairs column, but is otherwise tracking to plan and should track to net zero.

Budget Update FY24 Prop 2 ½ Override

* The Town (and Library) budget was approved in the Override Ballot vote on Tuesday, May 23rd, which was welcome news.
* Salaries passed as part of the Town meeting set min/max ranges for positions. The goal is to have this updated yearly.

2023 Summer Reading Program Update

* Summer Friday hours for the Library will be 10am-2pm beginning Friday, July 7 through Friday, Sept 1
* Summer Reading Program starts June 20!
* Mrs. Kraimer has started school visits for the summer reading program, and is already getting sign ups!
* The Library staff is meeting on June 7 to finalize the program and communications. Raffle baskets are ready for kids, teens, and adults

Library Strategic Planning-Survey Results and Next Steps:

* Move forward with a focus group of individuals who consented/volunteered to be contacted to provide further feedback
* Trustees & Library Director should schedule a meeting to agree on format and timing, and begin to invite potential participants. Suggested: meeting mid-July with a group of 12, including participants from the Select Board, COA, School, and Town Admin.

Friends of the Hopedale Library:

* Michael Tougias presented King Philip’s War on May 17th.
* Friends will have a house for the Fairy Walk with free books
* Will hold a pop-up book sale for the Community house celebration from 10-6.
* Friends is holding a Flower Power fund raiser from June-October for fall bulbs
* Next meeting is June 12, 2023 at 6:30, & will be the last meeting before fall.

New Business:

* Volunteer Page application will be shared with the Hopedale High School in hopes of filling the position for the months of July/August. (shared June 8)
* Bancroft Memorial Library will have a house at the Hopedale Fairy Walk and will have a basket of free books
* As part of the 1000 books before Kindergarten, through a grant, Bancroft Memorial Library will receive 4 cartons of additional books to be used as rewards for program participants
* As part of the 7 Hills donation, Tricia was able to purchase 25 VOX books – which are books with audio/narration built into them. These are rechargeable.

Public Participation:

* None

Adjournment

* Fred Oldfield III made a motion and Chris Seaver seconded to adjourn the meeting. All voted in favor. The meeting adjourned at 4:45 p.m.

The next Trustees’ meeting will be on July 11, 2023 at 4 p.m. (tentatively)

Respectfully submitted,

Marie Riddell, Secretary