

EAST LONGMEADOW PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
Meeting Minutes for March 20, 2019

The East Longmeadow Board of Library Trustees held its regular monthly meeting on Wednesday, March 20, 2019 at the East Longmeadow Public Library, 60 Center Square, East Longmeadow, MA. Trustees present were: Diane Tiago, David Boucher, Cindy MacNaught and Michael Gray. Virginia Robbins and Melanie Mannheim were absent. Layla Johnston, Library Director, was also present.

I. Call to Order:

Chairperson, Diane Tiago called the meeting to order at 6:05 pm.

This meeting was audio and videotaped for future broadcast on ELCAT.

II. Meeting Minutes

Minutes for the February 20, 2019 meeting needed approval. Cindy MacNaught motioned to accept the minutes as presented. Michael Gray seconded, and the motion passed unanimously.

III. GUESTS' OPPORTUNITY TO ADDRESS THE BOARD

None

IV. DIRECTOR'S REPORT

A. Narrative:

*Please save the date for a reception following our meeting in April. The reception will be held in the community room at 6:30 pm on Wednesday, April 17. We will be celebrating Virginia Robbins' 40 years of service on the Board of Library Trustees.

*The Town Manager submitted a call for trustees to The Reminder for publication in order to advertise to fill our one anticipated vacancy in May.

*The Great Decisions adult discussion program is underway. The group meets twice a month on Tuesdays to talk about current events in politics and international relations. Discussion booklets can be picked up at the circulation desk. The next meeting will be held on Tuesday, April 9 at 6 pm. Funding for this program is provided by the Anastasia N. Manitsas Memorial Speaker Fund.

*The library's new Teen Advisory Board is off to a well-attended start! The board meets to discuss issues important to teens, and helps librarians create and host library programs. Participation in the Teen Advisory Board meets the requirements for East Longmeadow High School community service. Any interested party between the ages of 12 and 18 is welcome to join the Teen Advisory Board. Snacks are always served at Teen Advisory Board meetings, and the next meeting will be held on Wednesday, March 27 at 6 pm.

*The children's department collected nearly 200 sets of pajamas to donate to the Cradles to Crayons Pajama Drive. All donations are distributed to western Massachusetts Department of Children and Families offices for distribution to local children in need.

B. Financial Report: Layla Johnston submitted an abbreviated Financial Report.

V. NEW BUSINESS

None

VI. OLD BUSINESS

BOLT Bylaws – C. MacNaught and D. Tiago expressed concern at the suggestion from the Town Manager and Library Director that the Board of Library Trustees reduce the number of annual required meetings. D. Tiago read a prepared statement that relayed her feelings that time requirements are anticipated by all volunteers, and all volunteer board

members take their duties and responsibilities seriously. Concerns included in D. Tiago's report include not having a consistent date and time to add to upcoming calendars on a monthly basis, and the unique qualities of the library that make it impossible to compare to other Town of East Longmeadow boards and commissions who have reduced the number of meetings held annually. D. Tiago reports that the MBLC recommends monthly meetings, perhaps with a summer break or other exceptions. D. Tiago and C. MacNaught recounted their experiences with a local library in a nearby town being decertified due to not meeting requirements for public services, and they feel that monthly meetings contribute to trustees' ability to advocate for library funding. C. MacNaught feels that the board meetings are a vehicle for ELCAT recordings to disseminate information on library programs and services to the residents of East Longmeadow. M. Gray noted that parties looking for information on library programs and services are not searching for that information on ELCAT videos of Board of Library Trustees meetings posted on YouTube. Further discussion regarding bylaws is anticipated for the next regularly scheduled meeting as other updates, such as term limits for trustees, may be considered.

VII. LIBRARY FRIENDS' NEWS

- a. The Friends now have 355 members.
- b. Laura Palmer, Diane Tiago, and Jody O'Brien attended Library Legislative Day in Boston on March 5.
- c. Laura Palmer will be stepping down as Friends President in May.
- d. The Friends' Board of Directors is searching for 2 new members.
- e. Sharon Bellenoit requested additional museum passes for purchase to add to the library's circulating collection. The Friends took this request under advisement and asked for more information regarding new passes.

VIII. TRUSTEE UPDATES

- a. D. Tiago attended Library Legislative Day held in Boston on March 5. Senator Eric Lesser spoke on the importance of library funding.
- b. D. Tiago shared an example form letter used by Massachusetts Friends of Libraries that can be used to contact legislators to advocate for library funding.
- c. D. Tiago shared that the Town of East Longmeadow 125th Anniversary Committee is looking for help in supporting celebration efforts to be held throughout Summer 2019.
- d. D. Tiago reminded other trustees that information regarding regulations or grants is available on the MBLC website.
- e. D. Tiago reminded trustees that the Massachusetts Library Trustee Institute will be held in Worcester on Saturday, April 27.
- f. D. Tiago has conducted a brief conversation with a prospective trustee, and will inform the Board of Library Trustees if this person would like further information regarding becoming a board member.
- g. D. Tiago let trustees know that she is working on a Memorandum of Understanding between the Friends as our fundraising group and the library as a town department.

IX. NEXT MEETING

The next meeting of the Board of Library Trustees will be held on Wednesday, April 17, 2019 at 6 pm.

IX. ADJOURN

Diane Tiago requested a motion to adjourn. Cindy MacNaught made the motion and Michael Gray seconded the motion and it passed unanimously.

The meeting adjourned at 7:17 pm.

Respectfully submitted,

Layla Johnston, Library Director

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