

**NORTHBOROUGH FREE LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES DECEMBER 12, 2023**

PRESENT: Michelle Rehill (Chair), Jocelyn McElhiney, Pat Fontes, Brittany Burns, Beth Tsamis, Richard Tucker, Jim Hogan

NOT PRESENT: Mitch Cohen

ALSO PRESENT: Jenn Bruneau (Library Director)

CALL TO ORDER, OPENING REMARKS, & APPROVAL OF THE MINUTES: Chair called the meeting to order @ 7:02 PM. This being a remote meeting conducted via Zoom, Chair read aloud Gov. Healey's standard advisory regarding permitted on-line meetings. Chair next conducted a **ROLL CALL** attendance of Board members present. She then asked for a motion to accept the minutes of the meeting of November 14, 2023 with one correction. Board member Brittany Burns' first name was mis-spelled. The secretary noted the error and it will be corrected for the record. Motion to accept made by J. McElhiney, seconded by B. Burnes. A **ROLL CALL** vote was conducted and the minutes were accepted unanimously.

APPROPRIATIONS REPORT: The budget remains on track with 38% expended.

LIBRARY DIRECTOR'S REPORT: The Report stands as submitted with one update. The printed Community Resource Guide will be delivered on December 13 and will be available to the public at the Town Hall, the Senior Center, the Library and on-line.

NEW BUSINESS: Director Bruneau asked for Board approval of four revised policies and the rescinding of four old policies. She also asked for Board approval of Library closures on December 22,23, 29 and 30. The formal policies are included in the Board packet and members have had ample time to consider them.

POLICY # 1 Use of Library Spaces. Motion to approve made by P. Fontes, seconded by B. Tsamis. A **ROLL CALL** vote was conducted and the motion was approved unanimously.

POLICY # 2 Meeting and Conference Room. Motion to approve made by J. McElhiney, seconded by J. Hogan. A **ROLL CALL** vote was conducted and the motion was approved unanimously.

POLICY # 3 Use of Library Property for Soliciting, Fundraising and Other Such Purposes. This policy needs some additional work and is being referred back to the Administrative Committee.

POLICY # 4 Request to Reconsider Library Policy. Motion to approve made by R. Tucker, seconded by J. McElhiney. A **ROLL CALL** vote was conducted and the motion was approved unanimously.

Chair then asked the Board to include the four policies to be rescinded together in one motion to be voted on by the Board. The four policies are; Public Use of Photocopiers and Printers, Public Comment, Library Grounds, Food in the Library. Motion to rescind these policies made by J. McElhiney, seconded by P. Fontes. A **ROLL CALL** vote was conducted and the motion was approved unanimously.

Chair next asked for a motion to approve the Holiday closures for 2023. Motion made by B. Burns, seconded by J. McElhiney. A **ROLL CALL** vote was conducted and the motion was approved unanimously.

The next meeting of the Board will be January 9, 2023 @ 7 PM. It will be remote via Zoom.

There being no further business before the Board, Chair asked for a motion to adjourn. Motion made by B. Tsamis, seconded by R. Tucker. A ROLL CALL vote was conducted and the motion passed unanimously. The meeting was adjourned @ 7:34 PM

Respectfully submitted,

Jim Hogan, Board Secretary

DOCUMENTS REFERENCED DURING THIS MEETING OF DECEMBER 12, 2023

1. Agenda for this meeting of December 12, 2023
2. Minutes of the meeting November 14, 2023
3. Appropriations report for December 2023
4. Library Director's Report for December 2023
5. The four policies for approval by the Board
6. The four policies to be rescinded by the Board