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**NORTHBOROUGH FREE LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES APRIL 9, 2024**

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

ALSO PRESENT: Jenn Bruneau, Library Director

CALL TO ORDER, OPENING REMARKS & APPROVAL OF THE MINUTES: Chair called the meeting to order @ 7:04 PM. This being a remote meeting (via Zoom), Chair read aloud Gov. Healey's standard advisory statement regarding remote meetings. There were no opening remarks. Chair then asked for a motion to approve the minutes of the meeting of March 12, 2024. Motion made by M. Cohen, with the correction to the spelling of Beth Tsamis' last name. Amended motion seconded by J. McElhiney. A **ROLL CALL** vote was conducted and the motion passed unanimously.

APPROPRIATIONS REPORT: The budget remains on track with 71% expended to date.

LIBRARY DIRECTOR'S REPORT: The report remains as submitted.

NEW BUSINESS: The Administrative Committee has recommended that the Board approve the revised "Child Safety Policy" and "The Use of Library Property for Soliciting, Fundraising, or Other Such Uses Policy" and that the "Volunteer Policy" be moved to a future meeting.

Board members have had in advance the text of the two revised policies. Chair asked for a motion to approve the revised "Child Safety" policy. Motion made by J. Hogan, seconded by P. Fontes. A discussion led to the following revisions being made to the "Child Safety Policy".

Under "responsibility for "Children Using the Library," strike "parent" from the following sentence: "*Children between the ages of five and nine may attend certain library programs without a **parent**/caregiver in the room...."*

In the same section, the last sentence has a word missing and should read, "Children age ten and up may use the library on their own provided..."

Under "Children Left Unattended After Library Hours," strike "parent" from the following sentence: "*The **parent**/caregiver is expected to know the library's hours of closing...*"

A **ROLL CALL** vote was conducted and the revised "Child Safety" motion passed unanimously.

Chair next asked for a motion to approve the, "Use of Library Property ...Policy" Motion made by B. Tsamis, seconded by M. Cohen. A discussion of the revised policy ensued and the following revisions were agreed upon.

In the third paragraph the first sentence should read, "*The Library does permit, with prior permission of the Library Director, the use of the library property for **in-kind** donation drives.*"

In the same section, the last sentence should read, "*The Library may deny requests for reasons including, but not limited to: space availability, potential disruption to library operations, **misalignment** with library procedures, or activities that are commercial **or political** in nature.*"

A **ROLL CALL** vote was conducted and the revised "library Property ...Policy" motion passed unanimously.

Chair announced the creation of the Nominating Committee 2024.

Beth Tsamis, Chair

Pat Fontes

Brittany Burns

Nominate:

Chair

Vice Chair

Treasurer

Secretary

Present the slate of officers at the May 21, 2024 meeting, with a vote taking place at the Annual Meeting, which is June 11, 2024.

Note: I have made Beth the Chair of the Nominating Committee for the purposes of calling the meeting to order, running the meeting, and writing the minutes of the meeting.

As this is a public meeting, an agenda must be posted.

Further New Business: Select Board Liaison, M. Cohen, reported that M. Rehill and J. McElhiney have been re-appointed to the Board. Library budget looks good going into Town Meeting.

The next meeting of the Board will be on May 21, 2024.

There being no further business before the Board, Chair asked for a motion to adjourn. Motion made by J. McElhiney, seconded by M. Cohen. A **ROLL CALL** vote was conducted and the motion passed unanimously.

The meeting was adjourned @ 7:37 PM.

Respectfully submitted,

Jim Hogan, Board Secretary

DOCUMENTS REFERENCED IN THIS MEETING OF APRIL 9, 2024

Agenda for this meeting of April 9, 2024

Minutes of the meeting of March 12, 2024

Appropriations Report for April 2024

Director's Report for April 2024

Policy Revisions (included in Director's Report)

Chair's appointment of the 2024 Nominating Committee