

**Meeting of
The Morse Institute Library
Board of Trustees
January 10, 2023
Remote Via Zoom**

Call to Order: 3:02 PM by roll call

Trustees Present: Kathleen Donovan, Carol Gloff, Joseph Keefe, Gerald Mazor, and Sally McCoubrey

Administration Present: Miki Wolfe, Director; Ruth Link, Assistant Director; Jane Ellen Newman, Community Relations Coordinator

Staff Present: Patricia Bates, Circulation Supervisor; Jennifer Belcher, Technical Services Supervisor

Approval of Minutes:

The Minutes of the December 13, 2022 meeting were unanimously approved by roll call.

Public Speak: There were no requests from the public to speak.

President's Report:

- The Morse Institute received its first FY23 installment of state aid in the amount of \$33,587.42.
- Mr. Mazor and Dr. Keefe remarked on Mr. Elliot Goodman's many contributions to the Morse Institute and his passion for the library. We note here with sadness the death of Mr. Goodman on November 16, 2022 and recognize with appreciation his 33 years of dedicated service to the Library's Board of Trustees.

Director's Report:

- **Facilities Update:** Work continues on the HVAC system; preliminary work continues on the carpeting project and a search for book movers is underway as that activity is not part of the budget; security camera upgrade project has been rolled into town-wide security replacements and upgrades section of the town's capital budget to be approved at the Spring Town Meeting; the capital improvement plan also includes long range plans for painting, repointing design and replacement of masonry work and skylights in the Children's Room, and roof design and replacement.
- **General Update:** Meetings continue with Town Hall and Pegasus to assess audio-visual repairs and upgrades to the Marshall Lebowitz Meeting Hall; selection of the outdoor reading rooms designs and positions have been made, with scheduled installation from the end of May through Natick Days in September; initial steps have been taken to begin conversations about more efficient space usage in both the public and staff areas of the library.

- **Library Closure Request:** Ms. Wolfe requested confirmation of the Sunday and Saturday library closures for the calendar year 2023. Closures on various Saturdays and Sundays is consistent with past practices. These days are unpaid time off for staff and are necessary to balance the budget.

A motion to accept closure of the library on the following days in calendar year 2023 was made, seconded, and unanimously approved:

Sunday:

January 15 (MLK Day)

February 19 (Presidents' Day)

April 9 (Easter Sunday)

April 16 (Patriots' Day)

October 8 (Indigenous Peoples'/Columbus Day)

December 24 (Christmas Eve)

December 31 (New Year's Eve)

Saturday:

May 27 (Memorial Day)

September 2 (Labor Day)

- **150th Anniversary Update:** Anniversary Library Cards are ordered and expected release date is February 1st; programming committee continues to add programs for the year; Mary Ann Morse's sampler was delivered to Museum Textile Services for a conservation review.

Budget Review: The budget is in the Finance Committee review stage.

Meeting Adjourned: 3:45 PM by roll call

Materials Distributed:

None