

**Meeting of
The Morse Institute Library
Board of Trustees
April 11, 2023
Goodman Trustee Room and Virtual via Zoom**

Call to Order: 3:04 PM by roll call.

Trustees Present: Kathleen Donovan, Carol Gloff, Gerald Mazor, Sally McCoubrey, and Anna McMahan

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

Staff Present: Jennifer Belcher, Information Services Supervisor; Rachel White, Technical Services Supervisor; and Patricia Bates, Circulation Supervisor

Approval of Minutes:

A motion to approve the Minutes of the March 14, 2023 meeting was made by Ms. McCoubrey, seconded by Ms. Gloff and unanimously approved.

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

Election of Officers:

Mr. Mazor offered the following slate of officers:

- Kathleen Donovan, President
- Sally McCoubrey, Vice President
- Gerry Mazor, Treasurer
- Carol Gloff, Clerk
- Anna McMahan, At Large Member

Ms. Gloff seconded Mr. Mazor's motion and the slate was approved unanimously.

President's Report:

- The Natick Finance Committee voted to recommend the proposed Morse Institute Library FY2024 budget of \$2,538,556.
- A recent Supreme Judicial Court decision addressed language tolerated in public meetings.
- The Massachusetts State Legislature and Massachusetts Governor have extended for two additional years the option allowing public boards to meet remotely.
- The next meeting of the Morse Institute Library Board of Trustees is scheduled for May 15 starting at 11 AM.

Director's Report:

- **Facilities Update:**
 - Work on the HVAC system continues; wires and cables are being pulled throughout the building.
 - The front elevator is still offline; Town is working on immediate funding of \$90,000.
 - Pipes in Children's workroom have been replaced; HVAC work damaged pipe in ceiling.

- The wifi in the building continues to need work. New routers have just arrived; installation is the next step.
- **General Update:**
 - FinCom subcommittee and full committee reviews of Library budget went well; they would like to see the Materials Expenditure Requirement (MER) gap closed.
 - The library leadership met with Jim Caimano, Director of Security for the Town, to discuss the library's concerns.
 - Only one firm submitted a space planning proposal. Director Wolfe will work with Natick Procurement officer to determine appropriate next steps
 - Children's Programming Room proposal received; see proposal from Beacon Architectural Associates.
 - Asst. Director & Director continue to work with NPS and Natick PD regarding teen issues in library
 - Director Wolfe presented for Natick Historical Society Meet Your Neighbors
 - Upcoming events:
 - April 22: Plant Swap
 - May 5-6: Greeting Card Swap
 - May 13 @ 2pm: Library Card Artists Reception
 - June 16 @ 10am: PEACE Banner Drop
 - June 16 @ 6pm: Mary Ann Morse Birthday Party & Historic Sampler Discussion (part of the 150th Anniversary Celebration)
 - Outdoor Reading Room Dedications: June 2 @ 11am (Cole Center); June 17 @ 11am (Library); June 26 @ 2pm (Connor Heffler Park)
 - June 16: Call for recipes for Library cookbook
 - Savannah, the new software being used for the Library newsletter, is leading to increased participation in highlighted programs and a desired increase in email participation. Biggest draw to date: Library of Things.
- **150th Anniversary Update:**
 - 150th Anniversary Book Plate presented.
 - Photo of example Book Bike displayed.
 - 150th Budget -- \$11,626 spent so far
 - Ornaments largest expense; proceeds from sales will offset cost
 - Swag for Summer Reading, highlighting 150th Anniversary, include cell phone wallets and pop sockets; mints; fans; and other fun items
 - Bookplates are stickers, can be used on a variety of surfaces
 - Frames will be given to stakeholders as 150th anniversary swag (nice desk ornaments)
- **Bookmobile Update:**

The chassis for the bookmobile has been received by the company responsible for building out the bookmobile, and the exterior is begin built. A meeting to discuss the interior was held on April 12. An expected date for receipt of the complete bookmobile is not yet available.

Meeting Adjourned: 4:02 PM following a motion by Ms. Gloff, second by Ms. McCoubrey, and a unanimous vote.

Materials Distributed:
None