

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

Call to Order: 3:01 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

Staff Present: Rachel White, Technical Services Supervisor; Jane Ellen Newman, Community Relations Coordinator

Approval of Minutes: A motion to approve the Minutes of the August 14, 2023 meeting was made by S. McCoubrey, seconded by G. Mazor, and unanimously approved by a roll call vote.

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

President's Report:

- K. Donovan reported that the Massachusetts FY24 budget for libraries has been approved with an almost 16% increase overall, including an approximate 30% increase in funding for statewide access to ebooks, audio books and online databases.
- K. Donovan reminded those present that the Friends of the Morse Institute Library Annual Meeting will take place today (9/11/2023) at 7 PM, and she will speak on behalf of the Trustees.
- K. Donovan also reported that the Massachusetts Library Trustees Association Annual Meeting is scheduled for October 21 from 9:30 AM to 1:00 PM. Both K. Donovan and S. McCoubrey plan to attend; other Trustees are also welcome to attend.

Director's Report:

- **ARIS Survey**
 - The 2024 ARIS has been completed and submitted. The financial report is due October 16, and will include combined financial information for the Morse Institute and Bacon Free Libraries.
- **Facilities Update:**
 - Work continues on the HVAC system; chiller delivery is still on target for late August (Director Wolfe has not been notified of either a delay or its arrival) and installation is still planned for October.
 - The Children's Room window leak fix is progressing. The RFP is estimated to be completed in 6-8 weeks.
 - Planning for the staff area floor replacement is ongoing, with planning, bid and design occurring through November. Construction is expected to take place in January-April.

- The upgrade to the Children's Programming Room is underway with the planning, bid, and design process occurring through November. All construction will take place off site, and then will be moved into the room in January-March.
 - The staff space planners' initial visit was successful. The consultants met with staff for 3-4 hours, basic space options were provided to staff, and space assessments were conducted. The space planners may suggest the use of pods as temporary structures for staff.
- **General Updates:**
 - Library Director Wolfe was selected to serve a 3-year term on the Massachusetts Library System's Executive Board.
 - Town phone lines have been upgraded, staff are receiving training and the vendor is providing troubleshooting.
 - Project ABC resumes programming at the Morse Institute on Wednesdays. Previously held at Johnson Elementary School, this program is provided by the YMCA.
 - The independent movie *Mooch* is looking to film scenes at the Morse Institute Library.
 - scenes would be filmed after library hours.
 - the library setting would be used, but library not named.
 - no illegal activities would happen, nor would the library be portrayed in a negative light.
 - Quote from movie personnel: "The library will be seen as this charming, mysterious place for the character and the audience."
 - \$150/hour rental fee in place for 1-2 nights of work.
 - The Trustees discussed the pros/cons of this project, and agreed that Director Wolfe should proceed with conversations with the movie team.
- **150th Anniversary Update**
 - Shannon Downey of Badass Cross Stitch will provide a virtual presentation on needle arts & craftivism on September 26.
 - Writing a Legacy Letter with Jay Sherwin will take place on September 23.
 - Library staff are posting under Then & Now on social media.
- **fREADom Art Installation**
 - fREADom to Read is becoming an annual event for the Library and Natick community.
 - The Morse Institute Library has fREADom to Read magnets, and has offered them to libraries across Massachusetts. 209 Public, School, and Academic libraries have requested magnets.
 - Participating libraries have been asked to share pictures of their magnet displays.
 - A \$2,500 MA Cultural Council grant has funded this project, and additional funding is pending.

Interlibrary Loan (ILL) Policy: An updated version of the policy was reviewed, with minor changes offered and accepted. The ILL Policy was approved by a unanimous roll call vote following a motion made by C. Gloff and seconded by A. McMahan.

Meeting Adjourned: 4:04 PM following a motion by C. Gloff, seconded by S. McCoubrey, and a unanimous roll call vote.

Materials Distributed:
2024 Massachusetts ARIS