

**Wellesley Free Library  
Board of Trustees  
Meeting Minutes  
Tuesday, April 12, 2022  
6:00 PM  
Online Remote Meeting**

**Present:** Marla Robinson, Chair; Ann Howley, Vice Chair; Ann Rappaport, Secretary; Linshi Li, Maura Murphy, Trustees; Jamie Jurgensen, Library Director; Cara Rothman, Assistant Director; Jeannette DiBiase, Library Administrator

**CALL TO ORDER**

Meeting called to order at 6:00 PM.

**CITIZEN SPEAK**

None

**ITEMS**

**1. Minutes**

- Ann R. moved (Ann H. seconded) to approve the minutes of March 22, 2022. The Trustees, polled individually, unanimously approved the minutes.
- Ann R. moved (Ann H. seconded) to approve the minutes of April 4, 2022. The Trustees, polled individually, unanimously approved the minutes with minor revisions.

**2. Director's Report**

- The WFL Policies have all been revised with a disclaimer ("*Notwithstanding the above, this policy may be subject to exception at the discretion of the Director and/or Board of Library Trustees.*") added to each policy footer following the document identification number.
- The Friends Book Sale will be held in the Wakelin Room from April 28 to May 1 with clean up following the sale on May 3.
- As of May 3, the Wakelin Room will be opened up to accommodate groups of up to 25 people.
- The Foundation will be sponsoring the following programs:
  - Digital photography, which is a series of six programs in May and June;
  - Job seeker with Gary Gekow, a popular series returning in May;
  - Open lab on Wednesdays by appointment and in-person;
  - Big Blue Block weekends to be held in the Tootsie Roll Room.
- A full-time Children's Librarian has just given her resignation notice so the library will be posting for a full-time position in the Children's Room.

### **3. Branch Budget FY23 Draft**

Jamie gave a brief history of the Branch budget and presented the FY23 Private Portion of the Branch Budget. Funding for the Branches, particularly of library staff salaries, is slowly being transitioned into the Library's operating budget while the remaining private portion is still funded by the Foundation. There were some increases in custodial staff, librarian salaries, and maintenance supplies. Overall, the Total Requested FY23 budget of \$30,002 for the branches is a decrease of approximately 21% from FY22. The proposed FY23 Private Portion of the Branch Budget Draft will be voted on at the upcoming May Trustee meeting. Note that the Branches are not open on Saturdays in the summer.

### **4. Foundation Request Draft**

The Wellesley Free Library Foundation Request for Funding FY23 Draft was presented, reviewed, and amended. It was decided to rename the "Jackie's Room" request "Technology Enhancements" to cover a broader array of technology-based projects. "Technology Enhancements" will therefore cover funds for the hardware and software needed to run Jackie's Room programs as well as funds for presenters. The purchase of additional Lumes Wall games is also covered in this category, increasing the "Technology Enhancements" request to \$25,000. The requested funds in "Outreach" will remain the same as last year at \$6,000. "ESL" will use rollover funds from FY22 so the requested amount in "ESL" is \$14,000, a decrease of \$14,000 from the amount requested in FY22. The "Branch Libraries – Operations" category was reviewed, and the total request will reflect the updated FY23 Private Portion of the Branch Budget. Maintenance of the Fells Garden is paid out of the "Restricted Fund – Fells Children's Garden Establishment and Care" and DPW will charge approximately \$3,000 a year, not the \$1,500 originally listed. Jamie will make this adjustment to the budget going forward. Last year the Total Annual Request for all categories was \$91,750 and was reduced from that amount in a joint Foundation/Trustee decision. Jamie will make changes to the document as discussed and the amended FY23 WFL Foundation Request for Funding will be presented and reviewed again at the May Trustee Meeting.

### **5. Public Art Sculpture Update**

Ann and Marla met with two citizens interested in moving ahead with the Nancy Schön sculpture project. The citizens are confident they can raise the necessary funds to support the purchase of the proposed sculpture, designed specifically for the WFL by an internationally famous local artist. These citizens are requesting that the Trustees ask for support from the Foundation and Friends organizations as well as agree to make personal donations to demonstrate Trustee support. Marla made it clear that elected Trustees have no obligation to participate at a personal level but there was consensus that the Trustees as a whole are supportive of this campaign. The deadline to raise the necessary funds for the sculpture project has been established as the end of June 2022.

### **6. No New Business**

**ADJOURNMENT**

Ann R. moved (Ann H. seconded) to adjourn. The Trustees, polled individually, unanimously approved the motion. The meeting adjourned at 7:00 PM. The next regular meeting will be scheduled for May 10<sup>th</sup>.

Respectfully submitted,

\_\_\_\_\_  
Ann Rappaport, Secretary, WFL Board of Trustees

Date: \_\_\_\_\_

**LIST of DOCUMENTS**

- 1: Minutes of March 22nd Meeting Draft
- 2: Minutes of April 4th Meeting Draft
- 3: Branch Budget FY23 Draft
- 4: Foundation Request Draft

*JOD 04/13/2022, AWR 4/16/2022, Approved 5/10/2022*