

**Wellesley Free Library  
Board of Trustees  
Meeting Minutes  
Thursday, April 13, 2023  
7:15 PM  
Arnold Room**

**Present:** Marla Robinson, Chair; Ann Howley, Vice Chair; Ann Rappaport, Secretary; Maura Murphy, Diane Savage, Linshi Li; Jamie Jurgensen, Library Director; Cara Rothman, Assistant Director; Jeannette DiBiase, Office Administrator; Keith Higgins, WFL Foundation President; Ann-Mara Lanza, Select Board

**CALL TO ORDER**

Meeting Called to order at 7:15 PM

**CITIZEN COMMENT**

None

**ITEM**

**1. Minutes**

Ann H. moved (Diane S. seconded) to approve the minutes of March 15, 2023 as amended. The minutes were approved unanimously.

Ann R. moved (Ann H. seconded) to approve the minutes of March 27, 2023 as amended. The minutes were approved unanimously.

Diane S. moved (Ann R. seconded) to approve the minutes of March 21, 2023 as amended. The minutes were approved unanimously.

Ann R. moved (Diane S. seconded) to approve the minutes of March 28, 2023. The minutes were approved unanimously.

**2. Director's Report**

● **Programs**

- March was designated "travel month" at the Library and all virtual travel programs were very well attended.
- Eva Thaler-Sroussi organized the 2023 Children's Book Council Awards which enabled kids to rate their favorite books.

● **Partnerships**

- Olin College students will be holding their second "Connecting through Coffee" in the Commons in late April.
- In a collaboration with the Council on Aging and Wellesley Neighbors, the Library hosted the first of a three-part retirement lecture series on April 12.

- Arne Christiansen serves on the Town's Health and Wellness Committee and was able to get the library card application added to the Town's HR on-boarding packets as a staff benefit.
- **New Resources**
  - The Library now offers the Naxos database, which was a suggestion by Liz Rogers of the WFLF. Naxos is the leader and innovator in classical music and hosts other products including CDs, DVDs, Blu-Ray, books, ebooks, and audiobooks.
  - Jamie met with Cricket Vlass to discuss the landscape project for the sculpture as well as Sandra Liu about new signage. Cost estimates will be forthcoming.
  - The Library will be closed to the public on May 15 from 9 am to 1 pm. Carlos Hoyt, PhD and former Metco student will provide Diversity without Divisiveness training for staff. The Library Trustees are invited to attend as well. In addition, each department will participate in a one hour Zoom training prior to the May 15 training.

### **3. Foundation and Friends Update**

Barbara Marx reported that the Friends will hold a large book sale in a few weeks which they hope to promote on TikTok. The Friends is also launching a volunteer outreach program which will allow members to give library tours. They also plan to create a new ambassador program to introduce attendees at Library events. The Friends may also help with a "Greeters" program to welcome patrons to the Library. Barbara also mentioned that WFLF board member Cathy Bueker will be running the Boston Marathon to raise money for the Friends this year.

Keith Higgins gave an update on the Foundation's "Books In Bloom" event which will take place on May 12th. He was pleased to announce the WFLF has already reached their fundraising goal for this event. Keith thanked the Trustees for permission to hang a sign for the "Books In Bloom" event on the railing in the front of the Library for two weeks prior to the event.

### **4. Friends Annual Request**

A draft of the Trustees' FY24 Annual Funding Request to the Friends was presented and discussed. New museums were added to the museum pass program and funds for a new "Monthly Motivation" program were requested. The latter will enable library staff to participate in fun monthly activities and get to know the staff in other departments.

Ann R. moved (Ann H. seconded) to approve the Trustees' FY24 Annual Funding Request to the Friends of \$54,415. The motion was approved unanimously.

### **5. Foundation Annual Request**

The Trustees reviewed a draft of the Trustees' FY24 Annual Funding Request to the Wellesley Free Library Foundation. Each section of the request was discussed, and funding levels compared with those of the previous fiscal year. The Trustees proposed edits to the document which will be revised by Jamie with feedback from Ann H. and

Ann R. and brought back to next month's Trustee meeting.

**6. Foundation Nominees**

Ann H. gave an update on the search for Trustee nominees to the Foundation. There are three positions to fill, and the Trustees hope to have names of nominees to consider at the next Trustee meeting in May.

**7. Board of Health Display**

May is Mental Health Awareness month and the Board of Health has asked for permission to place a display of flags on the front lawn of the Main Library as they have done the past several years. The BOH will install, maintain, and remove the flags. The Trustees agreed to this request.

**8. Gift Acceptance**

A check donation for \$50 was received from Deborah Linnell and Laura Brown in appreciation for the many years of books and DVDs which were selected and delivered by Library staff to her mother Gail Linnell, a Wellesley resident.

Ann R. moved (Ann H. seconded) to accept the \$50 donation to the Director's Fund from Deborah Linnell and Laura Brown. The motion was approved unanimously.

**9. Strategic Plan**

A draft of the 2024-2028 Strategic Plan Goals and Initiatives was reviewed with the Trustees. Modifications were noted and a revised version will be presented at the next Trustee meeting.

**10. Public Participation Policy**

Jamie presented a draft of the Public Participation at Trustee Board Meetings policy. The Trustees reviewed the policy and proposed some changes. Jamie will incorporate these edits and will present the revised policy at the next Trustee meeting.

**11. New Business**

The Trustees discussed the Library's involvement at the upcoming Veterans Parade during Wellesley's Wonderful Weekend on May 21. They are looking for volunteers to march in the parade for the Library.

Ann R. moved (Diane S. seconded) to approve up to \$400 from the Director's Fund for candy and miscellaneous parade expenses. The motion was approved unanimously.

**MOTION TO ENTER EXECUTIVE SESSION**

Ann H. moved (Ann R. seconded) to go into Executive Session to discuss and prepare for contract negotiations and to not reconvene in open session. Each Trustee was polled individually, and the motion was approved unanimously. The next Trustee meeting will be held on Monday, May 8, 2023 at 7:15 pm in the Arnold Room.

**ADJOURNMENT**

Ann H. moved (Diane S. seconded) to adjourn the meeting. The motion was approved unanimously. The meeting adjourned at 9:10pm.

Respectfully submitted,

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

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

**LIST OF DOCUMENTS**

- 1: Minutes of March 15, 2023 Meeting
- 2: Minutes of March 21, 2023 Meeting
- 3: Minutes of March 27, 2023 Meeting
- 4: Minutes of March 28, 2023 Meeting
- 5: Friends Annual Request – Draft
- 6: Foundation Annual Request – Draft
- 7: Strategic Plan Goals & Initiatives – Draft
- 8: Public Participation at Trustee Board Meeting – Draft