

BOXFORD TOWN LIBRARY TRUSTEES' MEETING

May 9, 2022, 7:00 PM

BOXFORD TOWN HALL MEETING ROOM ONE

PRESENT: John Paul Ryan, Chair, Jayne Smallman, Vice-Chair, Amanda LaMantia, Rachel Pelley, Denae Ramos-Pachucki, Antigoni Woodland, Kevin Bourque, Director

ABSENT: Glendon Ayers

GUEST: Linda Shea, Strategic Planning Consultant

CALL TO ORDER: J.P. Ryan called the meeting to order at 7:03 noting that the meeting is being audio and visually recorded.

SECRETARY'S MINUTES: Charlene Mead—March 14, 2022, Boxford Town Library Trustees' Meeting Minutes

MOTION: J. Smallman made a motion, seconded by A. Woodland to accept the minutes of the March 14, 2022, Boxford Town Library Trustees' Meeting as presented. The vote was unanimous.

STRATEGIC PLANNING "SOAR" EXERCISE: Linda Shea, K. Bourque

- L. Shea gave a slide presentation explaining the "SOAR" exercise process for our three-year Strategic Plan with the goal to qualify for the L.S.T.A. Grant.
 - Trustees participated in the process by brainstorming Strengths, Opportunities, Aspirations, Results.
 - L. Shea and K. Bourque put them into themes
 - This same process will be conducted with the Staff on May 14 and with Tritown Superintendent and school principals on May 16
 - It is planned to have children ages 5-11 participate in the process on a Saturday TBD
 - Surveys were initiated on May 1 with a May 31 deadline. 286 have responded to date which is a good sign of the interest in our Library.
 - Trustees will be at the two stores in town on Saturday and the Director will be at Town Meeting and have surveys available at Town Hall during the election
 - The summer will be spent collating the results and preparing the draft
 - The draft will be ready for the Trustees vote in September.
 - October the Strategic Plan will be submitted to MLCB

DIRECTOR'S REPORT: K. Bourque

- Financial:

- The second installment of the Library Grant has been received
 - The Library Grant balance is \$9,053.26
- Circulation:
 - Falls in line with a steady increase build up from 2014/2015
 - 25% of circulation is e-books and 75% hard cover
- Programming:
 - Adult programming is stable with Cookbook Club very consistent
 - School age programming working well
 - Preschool story time will be brought back shortly

SPECIAL EVENTS SUBCOMMITTEE: J.P. Ryan, K. Bourque

- Movie Night, July 21 with rain date July 28 at 6:30 PM
 - Location: Town Hall side parking lot
 - Marketing to begin on June 20
 - Movie: Jurassic Park, Indiana Jones: Raiders of the Lost Ark, or Spiderman: No Way Home
 - Food: Local vendors not available
 - Trustees will provide popcorn
- Drag Queen Story Hour June 9, 4 PM at Lincoln Hall
 - Patrick Burr will be the presenter as Patty Bouree
 - Program will consist of stories, crafts, and songs
 - Marketing to begin on May 18

Official Trustee Response to public comments:

“The Boxford Town Library has a long-standing history of providing a safe space the upholds Equity, Diversity, and Inclusion. The demographics of Boxford are changing. More members of the LGBTQIA+ community and those that support them are residents. As the demographics change, the Boxford Town Library strives to provide opportunities to meet the educational and cultural needs of the increasingly diverse population. The unanimous vote on March 14, 2022, to approve having Drag Queen Story Hour in Boxford is in keeping with the Library Board of Trustees’ long-standing stance on Equity, Diversity, and Inclusion.”

MOTION: J.P. Ryan made a motion seconded by A. LaManchia to accept the Official Trustee Response as amended. The vote was unanimous.

- Butterfly Release Party—June 11 at 11:30 AM
 - Goal to revitalize the garden out back as a butterfly garden
 - Hands on Nature Program
 - Refreshments

STRATEGIC PLANNING SUBCOMMITTEE UPDATE: D. Ramos-Pachucki, K. Bourque

- Social Media Images to Market the Survey were presented.
 - The three-year Strategic Plan for FY 2024 – 2026 marketing dates are noted under the Strategic Plan SOAR exercise.

OTHER BUSINESS:

- Mural Artist, Ciara Smith has offered to put Trustees' names on the books

ADJOURNMENT:

MOTION: J. Smallman made a motion seconded by A. LaMantia to adjourn. The vote was unanimous.

The meeting adjourned at 9:20 PM

NEXT MEETING: June 13, 2022, 7:00 PM

Respectfully submitted,

Charlene Mead, Minutes Secretary

Documents/exhibits discussed at the meeting:

March 14, 2022, Boxford Town Library Trustees' Meeting Minutes

Director's Report

Massachusetts Libraries Board of Library Commissioners FY 2022 State Aide to Public Libraries Certified Municipalities and Second Awards

Social Media Images to Market the Survey

2022 Boxford Town Library Community Feedback Survey

Special Events Subcommittee Upcoming Events

Official Library Trustee Response Regarding Drag Queen Story Hour

Accepted as presented/amended on: