

**BOXFORD TOWN LIBRARY TRUSTEES' MEETING**

**JUNE 10, 2019, 7:00 P.M.**

**TOWN HALL, CONFERENCE ROOM TWO**

**PRESENT:** Jeanette Glesmann, Vice-Chair, Carole Davis, John Paul Ryan, Jayne Smallman, Kevin Bourque, Director

**ABSENT:** Heidi Ellard, Stephen Harvey, Elizabeth Mullard

**CALL TO ORDER:** Vice-Chair, J. Glesmann, called the meeting to order at 7:00 p.m. noting that the meeting is being audio and video recorded.

**WELCOME:** J. Glesmann welcomed John Paul Ryan to the Board of Trustees. He was elected to the Board of Library Trustees at the May election.

**REORGANIZATION OF THE BOARD, SELECTION OF BOARD CHAIR AND VICE-CHAIR FOR FY20:** J. Glesmann

J. Glesmann opened the floor to nominations for the FY 2020 year.

*J. Smallman made a motion, seconded by C. Davis to nominate J. Glesmann for Chair and J. Glesmann made a motion seconded by C. Davis to nominate J. Smallman for Vice-Chair. The vote for J. Glesmann as Chair and J. Smallman as Vice-Chair of the Boxford Town Library Trustees for the FY 2020 year was unanimous.*

Subcommittees and Liaisons were reviewed:

- J.P. Ryan will serve on the Policy Committee

**SECRETARY'S MINUTES:** Charlene Mead—Minutes of the April 8, 2019, Boxford Town Library Trustees' meeting.

*J. Smallman made a motion, seconded by C. Davis to approve the minutes of the Boxford Town Library Trustees' Meeting of May 13, 2019, as presented. The vote was 3 in favor, 1 abstained.*

**DIRECTOR'S REPORT:** K. Bourque

- **Circulation:**
  - Trends are up higher than last year
  - Historically June is an "up month"
  - Predict 60K for the year
- **Programs:**
  - Miniature Book Making, Thursday, June 27, at 4 p.m. presented by staff member, Emily Skoff
  - Hidden Gems of New England with Author Alison O'Leary on Thursday, June 13 at 6:30 p.m.

- Astronomy Viewing for Kids with the North Shore Amateur Astronomy Club on Monday, July 1, at 9 p.m. Brought to you with Federal funds provided by the Institute of Museum and Library Services and administered by the Massachusetts Board of Library Commissioners.
- Awesome Robb Comedy Magic Show for Kids, Wednesday, June 26, at 3 p.m.

**FRIENDS OF THE BOXFORD TOWN LIBRARY UPDATE: C. Davis**

- Fundraiser:
  - Sunday, October 13, from 3-5 p.m. at iFarm
  - Permits, insurance, entertainment, menu in progress

**UPDATE ON TOWN HALL/LIBRARY FACILITY: K. Bourque**

- MED has been in to review facility
- Proposal will be ready for review at the August meeting.

**UPDATE ON LIBRARY TRUSTEES PAGE ON TOWN WEBSITE: K. Bourque**

- A slide presentation to review the Library Trustees Page on the Town Website
- Demonstrated links to Library website
- Viewed postings of agendas, approved minutes, policies
- Considering a survey as to what would be helpful to know about the library

**OTHER BUSINESS: J. Glesmann**

- Attended a memorial on May 23 at Town Hall. Carrie Dunsmore's family dedicated a marble bench in her memory which is at the left of the entrance to Town Hall. The Dunsmore family are avid Library supporters.

**ADJOURNMENT:** *J. Smallman made a motion seconded by C. Davis to adjourn the meeting. The vote was unanimous. The meeting adjourned at 8:15 p.m.*

**NEXT MEETING:** August 12, 2019 –J. Glesmann will send out an e-mail to verify that we will have a quorum.

Respectfully submitted,

*Charlene Mead*

Charlene Mead, Minutes Secretary

Documents/exhibits discussed at the meeting:

FY 20 Officers, Subcommittees and Liaisons

Director's Report

Library Trustees Page on Town Website

Accepted as amended on: