

BOXFORD TOWN LIBRARY TRUSTEES' MEETING MINUTES

FEBRUARY 12, 2024, 07:00 PM

Via Zoom

PRESENT: Jayne Smallman, Chair, Carolyn Anderson, Vice-Chair, Christina Eckert, Amanda LaMantia, Denae Ramos-Pachucki, Robyn Luna, Former Interim Library Director, Angelina Miller, Director.

CALL TO ORDER: J. Smallman, Chair, called the meeting to order at 07:07 PM and informed all that this meeting is being video, and audio recorded.

Pursuant to Chapter 2 of the Acts of 2023, this meeting will be conducted via remote means, in accordance with applicable law. This means that the members of the public body as well as members of the public may access this meeting via virtual means through the remote participation link provided on this meeting's posting on the Town's website calendar. The website calendar posting also lists the specific Id number required for virtual attendance via Zoom along with phone numbers to dial into the meeting.

Additionally, the public is able to listen and/or view a recording of this meeting via the BCATv website OR participate in the meeting virtually. Members please be aware that since we are meeting remotely, all votes must be roll call votes.

ATTENDANCE ROLL CALL: Smallman present, Anderson present, Eckert present, LaMantia present, Ramos-Pachucki present.

SECRETARY'S MINUTES: Charlene Mead – January 8, 2024, Boxford Town Library Trustees' Meeting Minutes

MOTION: D. Ramos-Pachucki made a motion, seconded by C. Anderson to approve the January 8, 2024, Boxford Town Library Trustees' Meeting Minutes as amended.

ROLL CALL: Smallman yes, Anderson yes, Eckert yes, LaMantia yes, Ramos-Pachucki yes.

January 22, 2024, Boxford Town Library SPECIAL Trustees' Meeting Minutes to be approved:

MOTION: C. Anderson made a motion, seconded by D. Ramos-Pachucki to approve the January 22, 2024, Boxford Town Library SPECIAL Trustees' Meeting Minutes as presented.

ROLL CALL: Smallman yes, Anderson yes, Eckert yes, LaMantia yes, Ramos-Pachucki yes.

INTERVIEW LIBRARY TRUSTEE CANDIDATES: J. Smallman

J. Smallman, Chair, noted that there are two current vacancies on the Board of Trustees and an additional vacancy coming up in May. She urged all the candidates to take out papers now for the May 14 Town Election and get the 50 signatures needed to submit to the Clerk, Robin Phelan, by the due date of April 2.

- Krystal Parker
- Arthur Havey

- Kathryn LeMaire

Director, Angelina Miller, will contact the candidates.

- Two will be presented to the Select Board on February 26.
 - Sworn in by Town Clerk, Robyn Phelan
 - Attend the March 11 Trustees' meeting.

NEW LIBRARY DIRECTOR UPDATE: Robyn Luna, Jayne Smallman, Carolyn Anderson

- The new Director, Angelina Miller, was welcomed, and she thanked the Trustees for the beautiful flowers.
 - Angelina said her first day was overwhelming with information.
 - She is looking forward to working with the Trustees.
 - Kevin Bourque, former director, reached out to her today.

DIRECTOR'S REPORT: Robyn Luna, Former Interim Library Director

- The Town's Newsletter contains a lot of the information that is in this report.
- January Programming:
 - Children's Programs:
 - Elsa from Frozen, Music & Movement were very popular.
 - Josh's Afternoon Storytimes are also popular and well attended.
 - Adult Programs:
 - Poetry, Crochet, Cookbook, and multiple Book Clubs including one at the COA (Council on Aging) were popular.
- Upcoming Programming:
 - For Children:
 - Mondays at 10 AM Winter Craft Time for Kids
 - Tuesdays at 1:30 PM Storytime
 - Wednesdays at 1:30 PM Storytime
 - Thursdays at 10:00 AM Music & Movement
 - Lego Club at 4:00 PM. This month's theme is Castles.

Magic Show for kids with magician Robert Clarke on Thursday, February 22nd at 3:00 PM in person.

- For Adults:

How to Follow the Mediterranean Diet –in-person program Saturday 2/3 at 1:00 pm

How to Survive in Medieval England: virtual program on 2/10 at 2:00 PM

Bending Toward Justice-Virtual Art History Program on 2/21 from 7:00 to 8:00 PM

All-Ages Beginning Chess Program (in-person) on 2/24 from 1:00 to 2:30 PM

Virtual Author Talk w/Katherine Howe on 2/28 (author of "a rollicking mystery set in The Golden Age of Piracy") at 7:00 PM

Cookbook, Crochet, and Book Clubs continue to meet.

Staff:

- **Meetings:**
 - **R. Luna attended the following meetings:**
 - **Town of Boxford's Dept. Head meeting in person on January 16th**
 - **MVLC's Circulation/ILL meeting virtually on January 17th**
 - **Town of Boxford's website redesign meeting in person on January 18th.**
 - **MVLC's Collection Development meeting virtually on January 24th.**
 - **B. Safford attended the following meetings:**
 - **Northeast Reader's Advisory meeting virtually on January 23rd.**
 - **MVLC Cataloguing training session virtually on January 11th.**

With no further questions, the report is submitted as transmitted.

OTHER BUSINESS: J. Smallman, Chair

- **Rachel Pelley's letter of resignation from the Boxford Town Library Board of Trustees effective February 10, 2024, was read.**
- **Former Trustee Chair, John Paul Ryan, who resigned in December, sent a letter read by J. Smallman thanking the Trustees for four and a half years of their tremendous support during the renovation, mural, Drag Queen Story Hour, and Santa Story hours.**
- **Going forward we can decide whether to have Zoom or in-person meetings.**

ADJOURNMENT: The meeting adjourned at 8:20 PM

MOTION: A. LaMantia made a motion, seconded by C. Eckert to adjourn the meeting.

ROLL CALL: Smallman yes, Anderson yes, Eckert yes, LaMantia yes, Ramos-Pachucki yes

NEXT MEETING: March 11, 2024, at 07:00 PM

Respectfully submitted,

Charlene Mead, Minutes Secretary

Documents/exhibits discussed at the meeting:

January 8, 2024, Boxford Town Library Trustees' Meeting Minutes

January 22, 2024, Boxford Town Library SPECIAL Trustees' Meeting Minutes

Director's Report

Approved as amended on: March 11, 2024