

Paul Pratt Memorial Library Board of Trustees
March 8, 2023
Hybrid Meeting in Person and via Zoom
Library Historical Room, 6:00 pm.

Present: Catherine Harvey (Chair), Carolyn Coffey (Clerk), Sarah Pease, Stephen Brown, Alex Viteri, Elaine Breslow, Brooke Jewell (virtual), Megan Brinzey (virtual), Meaghan James (Director)

Meeting called to order, 6:05 pm

1. Minutes
 - a. The February 8, 2023 meeting minutes were voted and approved unanimously.
2. Director's Report (James)
 - a. With the approval of the Safe Child Policy, Meaghan has ordered and installed two signs for the Children's Room that use positive language to convey behavior and supervision expectations in the room. So far, she has received mostly positive feedback and 1 negative response from patrons who use the room.
 - b. The minigolf fundraising event went well, with approximately 40 participants on Thursday and about 225 attendees on Friday. Meaghan noted that Friday comprised a variety of patrons including multigenerational families and even some couples. Some of the participants had never been in the library before, and it is hoped that they may become regular library users. In addition, the foodtruck met their required minimum in sales and, therefore, did not reduce the total proceeds for the event. Alex was asked to speak to his men's group for ideas about additional programming that they would like to see.
 - c. The new town app, Cohasset Connects, will launch in April, and will include the DPW, and Community Services for now. It is hoped that other departments can be added after the site is up and running. The app will give residents the ability to request service or to report an issue, such as downed trees or potholes, in addition to answering frequently asked questions. A workorder will be created for a service request and sent to the appropriate department, while the resolution of the problem will be tracked and noted. Meaghan has been working with the town's Communication Specialist, Justin Shrair, on the project.
 - d. Meaghan will be going to the State House for Library Legislative Day next week. Sandra Perry of the Friends will also attend. Issues that the library consortium would like to discuss with legislators include: digital censorship, access for all, cyber security, and unfair ebook pricing.
 - e. Upcoming programs include: a March Madness pizza playoff, an author talk with Jackie Dormitzer, Crafter Dark with plantable paper, and a Teen Paint night. In addition, Brigid has begun offering tech help at 60 Elm Street, in conjunction with Elder Affairs.
 - f. Ongoing projects include: the website redesign, 10-year capital planning, and continued fundraising for the Pavilion project, which may include a Touch-A-Truck event. It was suggested that children's books be tied in with the event, if it is scheduled.
3. Financial Report/Bills Payable (Nelson)

- a. The outstanding bills were voted and approved unanimously for payment.

4. Chair's Report (Harvey)

- a. Catherine mentioned that the quarterly newsletter looks great, and she feels it is a valuable marketing tool for the library.
- b. Catherine was surprised and pleased by the number of patrons that came to the minigolf event. She noted that the majority seemed to be familiar with the Pavilion project.
- c. Catherine thanked the Trustees for contributing to the collection for Catherine O'Callaghan, in memory of her late husband, Cal. Along with the CLT, the group purchased a flower arrangement for Catherine and her family and made a \$400 donation to the Sandy Beach Association, an organization that is important to the O'Callaghans.
- d. Elaine had shared an article with Catherine that discussed the recent SJC opinion about public comment in open meetings. Catherine reminded the group that the meetings are recorded and are open to anyone who would like to attend and/or comment.
- e. Fundraising is ongoing for the Pavilion project, and Catherine asked all the Trustees to help with the effort.
- f. Catherine expressed appreciation to the staff department heads for writing and submitting their informative quarterly reports.

5. CLT Report (Coffey)

- a. The CLT met last week and reported on the status of the Pavilion fundraising. To date, approximately \$150k has been pledged and, of that, \$120k has been submitted. The CLT is considering using endowment funds to make up the shortfall so that construction bids can be solicited. If that were to happen, the funds would be replenished with ongoing fundraising efforts. No vote was taken, but Carolyn felt that the group was receptive to the plan.
- b. The Investment Committee reviewed the fund's balance and noted that, while it had incurred some losses recently, it has recovered somewhat and is now at approximately \$1.7 million. Steve Bobo is now the Chair of the committee, and former Chair, Bob Reilly, will continue to be a member of the group.

6. Friends Report (Harvey)

- a. The second round of the Annual Appeal brought in an additional \$3400 from donors who had given in the past but had not donated this year. It is hoped that the group will eventually reach the \$35k goal to be able to support all programming requests for this year.
- b. The Friends have a number of framed Winslow Homer woodcut prints that were donated to them and they would like to sell. Catherine asked if anyone had any experience selling art or had any contacts who could help. The Duxbury Art Complex may be interested in purchasing some of them.
- c. Catherine was grateful to the four Friends who volunteered at the minigolf fundraising event.

7. Other

- a. There was no other business to discuss.

The meeting was adjourned at 6:56 pm

Documents:

Minutes of the February 8, 2023 Trustees Meeting
March Director's Report –3/8/2023
FY23 March 8, 2023 Warrant
Library Trustees Authorization for Payment – March 8, 2023
March FY23 Financial Report
March 8, 2023 Accounting Report
FY23 Deposits to Treasurer – Fines & Fees etc., March 8, 2023
FY23 Deposits to Gift Account, March 8, 2023
March 2023 Librarian 1 Report
March 2023 Quarterly Report from the Reference Desk
Adult Program Statistics FY23
Technology Librarian Report, March 2023
March 2023 Quarterly Report from the Children's Department
Young Adult Quarterly Report, March 2023