

**LAKEVILLE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
Lakeville Library Local History Room  
Wednesday, January 10, 2024 – 9:00 a.m.

The January 10, 2024 Board meeting was called to order at 9:03 a.m. by Trustee Chair Nancy LaFave. In attendance were Trustees Nancy LaFave, Patrick Marshall and Ruth Gross and Director Jennifer Jones. John Cronin of LakeCAM recorded the meeting.

**Secretary's Report:** A motion was made by Marshall and seconded by Gross to **"waive reading of the December 13, 2023 minutes and accept minutes as written."** **The motion passed unanimously.**

**Financial Report:** The water line continues to be the trouble spot. Facilities Manager, Paul Nee, said a new housing for the water line is needed and we will be updated each month. When we have to close out the year's books, we will see if money is available. Trustee Chair LaFave stated that we need to talk to Paul to see how to make a stronger stand. The needs of the library need to be made a higher priority. Trustee LaFave informed Director Jones that she will step in now to see how that can be accomplished.

**Director's Report**

**Gifts:** Jennifer O'Keefe, one of the nature photographers in the recent gallery exhibit, donated a photo of two eagles over Assawompsett Pond that she took.

A patron donated a laptop to the library that will turned over to Town Hall to see if it can be used there. The Old Colony Historical Museum in Taunton donated the book, *Tetiquet to the Sea: A History of the Taunton River*.

The benefactors of the above donations, as well as recent monetary donations have received a thank you letter from the director.

**Services/Events:**

Story Hour will resume the fourth week of January.

Family Movies have resumed for the first time since the beginning of Covid with 33 attendees for *The Polar Express*.

A Paint Night with local artist, Elsie Goldstein, had 19 participants.

Upcoming events include an addition to the Local Author Series, Annie Prescott, a Vacation Planning event for Orlando, Florida, and special programs in the Children's Room.

The Lakeville Public Library will host the SAILS Membership Meeting on Wednesday, January 17, in the Gallery.

**Building and Grounds:**

The fire alarm panel was replaced on January 5 – thank you to Paul Nee for facilitating this and to Teresa Mirra for handling everything from our side while we were without a fulltime Director.

The main doors were tested on December 28 and the boiler was cleaned on January 2.

Advance Air will come to service the overheating in the building.

A work order for the outdoor lighting repairs has gone to the Facilities Manager.

**Friends of the Lakeville Library:**

The next Friends meeting will be February 5, 2024, 6:00 pm in the Local History Room.

Golf in the Library will take place on April 21.

The Friends donated to the Legislative Breakfast which will take place at the Westport Library, Friday, March 1, 8:00 am.

**Great Ponds Gallery:**

The January/February exhibit is "Decorative Painting on Wood and Metal" by the Lakeville Historical Commission. Thank you to Nancy LaFave for curating this exhibit.

**FY25 Budget:** Director Jones was instructed by Town Hall to compose a level budget.

The Library has no changes (assuming water from TWC resumes) except the replacement of two clerks at a lower rate than those who retired. The Rubbish and Fire Service contracts have gone up in price.

Director Jones has requested an enhancement of \$1300 to increase the line item for the collection (books, audio, video). The state's expenditures requirement to remain certified must be met and the gap between the percentage of the budget that we must spend on the collection and the level funding for the collection line items is getting bigger each year.

A motion was made by Marshall and seconded by Gross to, **"Accept the proposed level funded budget for FY25 of \$410, 226.66." The motion passed unanimously.**

**Fire Panel:** The new service agreement with Fire Systems, Inc. is \$1206.00 per year. Our agreements with American Alarms for the panel and Pierce for the sprinklers came to roughly \$1000-1100 combined.

A motion was made by Marshall and seconded by Gross to, **"Accept the agreement with Fire Systems, Inc. for \$1206 per year." The motion passed unanimously.**

Director Jones will cancel service with American Alarms and Pierce.

Trustee LaFave suggested a fire drill in the building – maybe during Fire Safety Month.

### **Personnel:**

We have had 2 resignations and will be hiring two new clerks. Director Jones had received 7 applications and has planned 6 interviews. Three of the applicants have public library experience.

When the decision is made and offer accepted, the new employees will have to go through a CORI check and drug test. According to the new HR director, a physical may or may not be required for part-time employees. Director Jones expects it to take at least until mid-February before we are fully staffed.

### **New Business:**

The library has had a request to use the large meeting room for a Youth Mental Health Workshop. It is not open to the public – attendees must pay for service. Since our policy is to only accept payment for a materials fee and never to charge for programming, the Trustees recommended that Director Jones decline this request.

The Trustees asked Director Jones how her first month has gone and she said that, professionally, it has been an easy transition.

**Next Meeting:** Wednesday, February 28, 2024 – 9:00 a.m. in the Reynolds Local History Room of the Lakeville Public Library.

**Adjournment was at 9:36 a.m. "Motion to adjourn" made by Marshall, seconded by Gross. The motion passed unanimously.**

Respectfully submitted,  
Ruth Gross, Secretary