

Boylston Public Library  
Meeting of the Board of Library Trustees  
September 13, 2023

Attendees: Prashant Bhabhalia, Acuzena (Sue) Filsinger, Jean Therriault, Susan Therriault, Maria Zapp, Arlene Murphy

Not Present: Erica Hout

Materials: Minutes of September 13, 2023, Board of Trustees meeting  
September Library Report  
August Librarian Report  
August Bill Schedule  
Certificate of Appropriateness  
2024 ARIS report  
2024 ARIS Signature document

Because of the state's declaration of a state of emergency due to the coronavirus pandemic, this meeting was held remotely through Zoom, an online technology approved by the Commonwealth of Massachusetts' open meeting law. This meeting was recorded in its entirety and is available for viewing. In accordance with the Commonwealth of Massachusetts open meeting law, a formal roll call of attendees was taken.

**Call to Order**

The meeting was called to order at 6:04 pm by Maria Zapp.

**Approval of Minutes**

Arlene reviewed the changes that were made to the first pass of the minutes which included: 1- ) correction to a misspelling of Allyson's name and spelling of Osmo game; 2-) change LPC month from Sept to July; 3-) a change in the run on sentence in the approval of the minutes.

Maria made a motion that the minutes be accepted with these amendments. Susan seconded; the motion was approved unanimously.

**Correspondence –**

None of note.

**Treasurer's Report – Prashant**

Prashant noted that we have received the August statement, however he verified that our new balance is \$6124.98 which includes \$.11 interest. There were no other activities. Maria made a motion to approve the report, Beth seconded. Report was approved unanimously via a formal roll call.

**Directors Report – Maria**

1. Emily Chakmakian is the new library assistant. She is currently earning her MS in social work and is very interested in the intersection of libraries and social work – many libraries now have social workers on staff.
2. The previous library page is no longer employed at the library – 3 applications have been received to date and are being reviewed.
  
3. Erica completed the ARIS report which was due August 18<sup>th</sup>. Maria reviewed it and signed off on the document which was submitted ahead of schedule. There is a copy on google drive for those interested in reading it. There is a new section containing library concerns that has been added to the end of the document.
4. Fall Festival is scheduled for Sept 30<sup>th</sup>. Three town departments will be participating including the Historical Society which will be open for tours – 4 food trucks, 19 additional vendors, activities for kids, a Bouncy House, and of course the Friends Book Sale. Book donations will be accepted until Sept 29<sup>th</sup>. The pod is in place – and will be removed shortly after the festival.
5. Larissa and Alexi have created an art exhibit in the library for the month of September for local artists. Childrens artwork is exhibited downstairs, teens and adult work exhibited upstairs.
6. The summer reading program has concluded for 2023. Outstanding participation across all age groups – 642 adults, 265 teens and 143 children.

### **LPC Report – Jean**

Aug 9 - LLB fee proposal was submitted to town council for review.

Aug 26 - There was a question about costs. The original fee proposal was worded that we would be charged \$24500 plus \$5000 carried over but those numbers have been revised to \$24500 which is good news for our budget.

Aug 31 - Erica verified that a Certificate of Appropriateness has been issued for the project.

Aug 31 - Erica also contacted the town regarding signatures required on the fee proposal and verified that the Trustees will be signing the document.

- We do not currently have an agreement with LLB. Asked Town Council, Steve Madeus for meeting to discuss the budget questions.
- Asked LLB if our total budget will be under \$300,000k – they said they believe so but can't commit to that at this time because pricing is still fluctuating throughout the trades.
- We informed LLB that we are intending to construct our documents with our priorities in order of importance so that we might stop work when we are closing in on our number. We have \$250,000 available to go forward with construction which includes a set aside for an engineer who will look at the parapet.

Looking forward, we will pursue a meeting with the Town Council to get the contract squared away. We should also be ready to report to the Selectmen at their meeting on September 25. Jean plans to have a handout that includes the areas for improvement as well as the parapet.

Maria will resend an email requesting a zoom meeting with the Town Council –one of his two concerns has already been addressed. Our only concern is the \$300,000 construction budget but we will come well under.

Susan asked if we're on the Selectman's agenda for 9.25. Maria will check with Alexi to verify this.

#### **Old Business –**

None currently.

#### **New Business**

Recently a branch came crashing down outside the library blocking the emergency exit to the children's room. The branch may have damaged the gutter. Hard to see the damage but it needs to work correctly because it has separated from the building and will likely cause problems if not repaired.

In addition, another large branch had fallen and taken out one of our shrubs. Jean suggested that Alexi contact Bob Bourassa regarding the gutter damage – and contact the tree warden to see if other trees along the property line need to be taken down or pruned. Unfortunately, they are not on our property.

Sue Filsinger knows that pictures of the problem trees have been sent to Steve Mero, the town tree warden. Sue asked if she should reach out to Steve again and volunteered to send out an email requesting immediate action. She will copy the board.

Susan suggested that Alexi make a phone call to the town as it works better than an email.

#### **Adjournment**

The meeting was adjourned at 6:38 pm.

Respectfully submitted,  
Arlene Murphy