

Minutes of the Board of Library Trustees, Public Library of Brookline

June 14, 2022

A virtual meeting of the Trustees of the Public Library was convened on Tuesday, June 14, 2022, at 6:15 p.m. Those Trustees present were:

Burstein, Cawthorne, Fredkin, Hung, Livingston, Lohe, Margolis, Vanderkay, Zelhka

Also present were: D. O'Brien, Interim Library Director; D. Savin, Assistant Director for Administration; and R. MacKenzie, Acting Assistant Director for Technology.

All votes were conducted by roll call vote.

Comments from the Chair:

Chair Michael Burstein noted that the next several weeks and months would be a busy time for the Board. We will be filling the vacancy created by Regie Healy's resignation, which involves interviewing candidates tonight and tomorrow night and then again at the Joint Convention on June 28. We will also be hiring a new Director. Burstein reintroduced Dinah O'Brien, who will continue to serve as Interim Director until the end of August.

Burstein also noted that committee assignments have been made for the coming year, including two liaisons to the Friends.

Comments from the Public:

There were no comments from the public.

Secretary's Report:

Minor corrections were made to the minutes of May 10, 2022. Lohe moved, and Fredkin seconded, the motion to approve the Minutes as corrected. The motion passed, 9 in favor, 1 abstention.

Lohe, acting as Secretary in Martin Page's absence, read a thank you letter from Seraph Bales, BHS Senior and this year's winner of the Edith Pearlman award for Creative Writing.

Library Director's Report:

Financial:

The Interim Library Director referred to her written report in this month's documents, and then elaborated on the most concerning issue, the approximately \$110,000 deficit in the Library's budget. This is the second year the Library has ended the fiscal year with such a large budget overage, which resulted primarily from personnel costs, specifically overtime pay for part-time staff. Also contributing to the deficit were the costs related to several Town-approved projects that were to be paid for by ARPA funds. The projects have been completed and paid for out of the Library's budget, although the ARPA funds meant to cover such projects have not yet been released to the Library.

To deal with the overage, the Director cut off all Library expenditures, including books + materials, and eliminated all overtime.

\$70,000 of the shortfall will be covered by the Library's share of State Aid; the remainder will be covered by a special fund maintained by the Town to deal with such situations.

Margolis noted that we need to pressure Town Hall to release the ARPA funds as soon as possible.

Envelope Study:

Six buildings in Town, including the Brookline Village branch of the Library, have been identified as needing structural repairs, and RFPs have been sent out for this work. The Library is scheduled for repointing, and today O'Brien accompanied Andrew Barr of Russo, Barr, and Associates, who will be directing the work, and a vendor in a survey of the building's exterior. She also pointed out the leaking roof affecting the Rabbit Hole; this repair will be part of the larger restoration project. Construction is slated to go on over the summer and should be substantially completed by October 15, with final completion expected by November 15. It is anticipated that Library functions as well as the parking area will not be affected by the construction.

Trustee Committee Reports:

Programming committee met and submitted their report; no actions to report

Fredkin, as one of the liaisons to the Friends, attended their annual meeting, at which time new officers (Pam Roberts, President; Carol Caro, Treasurer) were introduced and the Greenberg bequest was discussed.

Old + New Business:

Library Director Transition:

Burstein reminded us that O'Brien will be Interim Director until the end of August, and thanked her, as well as Savin and MacKenzie, for all their hard work on behalf of the Library

The State will allow us to have fully remote meetings through July 15 (which will include our next BOLT meeting); after that (unless there is a new ruling), meetings will have to be conducted in person.

Library Director Hiring Process:

So far, 10 applications for the position of Library Director have been received; the deadline is tomorrow. The screening committee will meet next Wednesday to review resumes and begin identifying those who will be invited for preliminary interviews, hopefully by the end of the month. Finalists will be interviewed in July, with the goal of making the appointment by the end of the month and having the new director in place as soon as possible after that.

Other:

Lohe thanked Michael for all his hard work in organizing the search for a new Trustee and a new Library Director.

Interviews for candidates for Library Trustee began at 6:55 PM, but was interrupted by zoombombing that began at about 7:30. As a result, the Chair was forced to adjourn the meeting at 7:42 PM.

A true record.

ATTEST

Carol Troyen Lohe

Carol Troyen Lohe

Treasurer and substitute Secretary, June 2022