

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

A hybrid meeting of the Trustees of the Public Library was convened on Tuesday, April 8, 2025, at 6:20pm.

Present: Hung, Margolis, Fredkin, Goleman, Livingston, Lohe, Martin-Page, Vanderkay, Vogt.

Absent: Burstein, Zelkha, Chanyasulkit.

Also present: Interim Library Director, D. Savin; Assistant Director for Administration, R. Brennan; Executive Assistant to the Library Director, C. Artavia; Brookline H.S. Senior and BOLT candidate, Joey Elasmarr.

Motion to convene by Hung; Lohe seconds. All present vote yea, 6:20pm.

All votes were conducted by roll call vote.

I. Comments from the Chair

- A. Officer elections are coming up. Trustees are encouraged to run if they're interested (especially for Chair).

II. Comments from the Public (3-minute limit)

- A. No public comment

III. Secretary's Report

A. Minutes

- 1. Lohe makes a motion to approve the March 2025 meeting minutes; Livingston seconds.

- a) Hung, Margolis, Fredkin, Goleman, Livingston, Lohe, Vanderkay and Vogt vote yea. Martin-Page abstains. Board votes to approve the minutes.

B. Correspondence

- 1. Correspondence: FY 2026 Massachusetts Board of Library Commissioners Legislative Agenda empowered by libraries. Goleman passes around cards containing the MBLC budget for those who wish to take one.

IV. Treasurer's Report

- A. Lohe states that it is budget season. Members of the Finance Committee, Goleman and Burstein, will be contacting various committee chairs to ask how much money they need for next year.

V. Library Director's Report

A. Statistical

- 1. N/A

B. Other

- 1. Happy National Library Week!
 - a) In recognition, the Town Administrator read a book for story hour at Coolidge Corner branch on 4/8/25.
- 2. Savin reports on the recent ADA walkthrough with Sarah Kaplan from the OEDICR in the Brookline Village branch.
 - a) Kaplan's office will write up a report about her visit. Overall, BV scored well with room for some improvements.
 - b) Coolidge Corner and Putt will have walkthroughs later in the spring.
- 3. Livingston asks if it is true that Tom Golden resigned; Savin confirms.
- 4. Staff Day was a success. Hung thanks the Staff Appreciation Committee for organizing the bowling party.

C. Financial

- 1. The budget was presented by Brennan to the Town in Savin's place.
 - a) Vogt says she was impressed by Brennan's presentation of the budget, which speaks highly of Brennan's ability and Savin's management skills of the Admin Team.
- 2. Vogt inquires about the budget surplus which still seems high at 63% with only two months left to spend it down.

- a) Savin says the budget that is posted reflects mid-March; Vogt says that spending is still low for that timeline. Savin offers reasons why: there are currently several Interim positions and the salaries for these are lower than permanent positions; there are many new staff members who start at a lower step than their predecessors. The upcoming After-Hours events will spend down more of the budget, and the library is still purchasing materials for Circulation.
- b) Discussion follows regarding spending down the budget on larger items. Savin discusses purchasing ergonomic workstations and supplies for staff before doing anything more cosmetic like mural or re-upholstering projects to reflect staff feedback about improving the working environment.
- c) Vogt asks if it is within the Board's authority to prioritize a list of capital expenditures for the library. Livingston answers that no, it would be Savin's team to decide on spending.

VI. New Business

A. Advocacy Committee

1. Hung calls on the chair of the Advocacy Committee, J. Margolis, to share what the committee has discussed regarding the effective shutdown of the IMLS.
 - a) Margolis refers to the statement that the Advocacy Committee developed and states that he hopes the Board will vote to issue that statement.
 - b) Board discusses ways to push the IMLS statement out, once it has been voted on, to patrons, Friends, and Foundation
 - c) Hung motions to vote on approving the IMLS statement with small edits to be made by Savin or others. Motion seconded by Lohe.
 - d) Board unanimously votes to approve the IMLS statement.
2. Warrant Articles 21 and 29.
 - a) Vogt introduces Article 21 - Thriving Children Commission.

- b) Discussion regarding whether or not it is appropriate for the Board to take positions on or to endorse Town Warrant Articles.
- c) Martin-Page refers to the Handbook's list of Trustees' duties and responsibilities, co-written by the Board, stating that warrant approval is not among them.
- d) The Board does not take a position on the Town Warrant Articles.

VII. Trustee Committee Reports

1. Library Functions Committee

- a) Chair Burstein being absent, Hung reports that Brennan will report on the sidewalk bricks and other issues.
 - (1) Brennan states that he and Savin completed the ADA walkthrough and they are waiting to hear back from one of the engineers.
- b) The Board is asked by Library Functions to thank the staff for continuing to see that heritage months are observed with displays and programming, as is possible.
 - (1) Margolis moves, Fredkin seconds. All present vote yea. Motion passes.

2. Ad Hoc Committee to Hire a Consultant

- a) Savin is waiting to hear back from the Town counsel about some changes to the contract that the counsel requested and that have now been made; once the changes are approved, the consultant's work will begin.
 - (1) Lohe asks to be informed when payments are due.
 - (2) Savin tells the Board the contract fee is less than the maximum amount it had voted to allow.

3. Trustee Development Committee

- a) Martin-Page reminds the Board that Trustee duties and expectations are listed in the Handbook in the Google Drive folder for anyone to view.

(1) Martin-Page asks that a reminder be put on the calendar for odd years (every other January) for a Trustee education and development refresher.

(2) Goleman moves to approve a motion to support a plan of the Trustee Development Committee to have a dedicated Development meeting in odd January years. Livingston seconds. Margolis abstains. Vanderkay abstains. Fredkin votes yea. Vogt votes yea. Livingston votes yea. Lohe votes yea. Motion passes.

b) Martin-Page reminds the Board that an orientation for new Trustees will begin at the May meeting. Martin-Page asks all committee chairs to be prepared to speak for 2 minutes about the work of their committee.

(1) Note: If Committee Chairs can not present, they should choose a back up to do so.

(2) Lohe asks everyone already on the board to let her know in the next day or two if they are interested in becoming a resource to help orient new trustees, because the Board will have several new members in May.

VIII. Old Business

A. none

IX. Remarks for the Good of the Order

A. Hung thanks Martin-Page for her seven years of service to the Board and Fredkin for his 3 years of service.

B. Vanderkay is up for reelection and hopes to continue to serve on the Board. Hung thanks Vanderkay for her service to the Board.

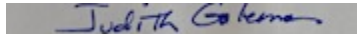
X. Adjourn

A. Hung motions to adjourn; Goleman seconds; Board votes unanimously to adjourn meeting.

Meeting adjourned at 8:17pm.

Minutes drafted by Cary Artavia

Attested,

A rectangular box containing a handwritten signature in blue ink. The signature appears to read "Judith Goleman".

Judith Goleman, Secretary

April 22, 2025