

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

A hybrid meeting of the Trustees of the Public Library was convened on Thursday, October 16, 2025, at 6:15pm.

Present: K. Livingston, M. Burstein, B. Bloomenthal, C. Chanyasulkit, J. Goleman, J. Margolis, F. Silver, J. Vanderkay, M. Vogt, S. Zelkha.

Absent: C. Lohe, K. Hung.

Also present: Interim Library Director, D. Savin; Assistant Interim Director for Administration, R. Brennan; Executive Assistant to the Library Director, C. Artavia; Boston University Journalism student, Stephanie Ahn.

- I. Motion to convene by Livingston; Goleman seconds. All present vote yea, 6:15 p.m.
- II. Comments from the Chair
  - A. Livingston passes out a schedule of dates related to the Director search.
  - B. The Screening Committee (C. Chanyasulkit, K. Hung, and J. Goleman of the Board, P. Roberts of the Friends, and C. Aquiline of the Foundation) will meet on November 6 to select semifinalists for interviews via Zoom. After the interviews in mid-November, the committee will choose finalists for onsite visits (Dec.8) and interviews (Dec. 9<sup>th</sup>).
    1. Up to three finalists for the Director's position will meet with Staff, administration, and Town officials at BV in the morning of Dec. 8; in the afternoon they will tour BV, Coolidge Corner, and Putterham, giving staff further opportunities to meet them and answer questions during the workday.
      - a) Staff who participate will also have the option to fill out a survey.

2. Livingston thanks those who are serving on the screening committee and says she is open for questions.

3. Livingston states that her efforts to procure relocation funds from the Town have been unsuccessful. Dennis Doughty, Chair of the Advisory Committee, suggested using unspent funds from the personnel budget for relocation expenses. This money, if not spent on helping to relocate the new Library Director, will otherwise be used for library materials.

Livingston goes on to explain that she, as the Chair, has invited two Library Friends, two Foundation members, and one person from the Board's Executive Committee to meet with the goal of working together to support each of these group's missions. Discussion.

a) Livingston explains that at this upcoming meeting, the Friends and Foundation members will be asked:

(1) Would they be willing to reimburse the library materials fund should the relocation costs come out of it?

(Livingston notes that if this materials reimbursement request is denied, the funds will have to come out of the BOLT budget and will be discussed at the November meeting.)

(2) Will they help to plan and fund a reception for the finalists in Hunneman Hall on December 8<sup>th</sup>?

- b) Savin requests that the possible one-time use of any unspent personnel funds for relocation expenses be in the minutes and part of the public record. So noted.

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

- A. Livingston introduces S. Ahn who is taking a journalism course at BU. Ahn asks for feedback and conversation after the meeting.

IV. Secretary's Report

- A. Minutes: Burstein makes a motion to approve the September 2025 minutes; Vanderkay seconds. Vote: Margolis and Silver abstain. The Board unanimously votes to approve the minutes.
- B. Correspondence: A Thank You card from the library staff to the Trustees is passed around the table.

V. Treasurer's Report: N/A

VI. Comments from Interim Director

- A. Savin presents the September Report:
  - 1. Back to the Library Night was a success
  - 2. The library honored Banned Books week. Teen Librarian, Tori Gellman, spoke at Brookline Booksmith.
  - 3. Our Mid-Autumn Festival at Coolidge Corner Library on 10/4 was a success and is one of the top three programs of the year.
  - 4. OCT. 17 is the stakeholders tour at Brookline Village Library.
  - 5. Staff In-Service Day was 10/15
  - 6. Fiber Optic cables were installed to increase the wi-fi speed.

7. Bryan Kreusch was promoted to Head of Circulation; two library pages were hired.

B. YTD Budget Report:

1. Savin reports that the budget is 22.75% spent. The first quarter of the year is heavier for spending.
2. The Board asks if negotiations have started yet with the Union. Brennan says that October 20th is the first meeting with the larger Town AFSCME bargaining unit.
3. The Board asks about the closure of book distributor Baker & Taylor. Brennan confirms they are going out of business and PLB will purchase adult fiction with Ingram now. Questions and Discussion.
4. The Board asks Savin what happens if there is a negative experience between a staff member and a patron. Savin says there is a process which includes discussion between the department head and staff member. There is a disciplinary process which may or may not include the incident being documented in the employee's file. Savin says patrons are encouraged to contact the director with concerns.
  - a) Livingston asks: what about compliments received? Savin says they forward the compliment to the dept head and staff member.

VII. Trustee Committee Reports

- A. Vogt reports on the Trustee Development Committee and reminds Trustees that 10/17 is the start of the stakeholder tours. Livingston thanks those who will be present.

VIII. Old Business: N/A

IX. New Business

A. Appropriate Patron Behavior Policy:

1. #16 — Youth Spaces: Proposition to amend the policy to specify that youth spaces are reserved for specific age groups. If a patron does not fall within the age requirements, that person may be asked to leave.
2. #15 — Firearms Restrictions: Proposition to amend the firearms restriction to read as “prohibited as per town bylaws.”

a) Chair asks if Interim Director, D. Savin, would reach out to the Police Department for active shooter training. Savin said she would.

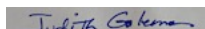
3. Burstein moves to approve both policy changes; Livingston seconds. Vote by roll call. The Board unanimously passes the policy changes.

B. Food and Drink Policy: Burstein, Chair of Library Functions, highlights the new policy recommendations from the staff which clarify that patrons should dispose of food containers and notify staff of any spills. Burstein makes a motion to adopt the policy change; Vanderkay seconds. Vote by roll call. The Board unanimously passes the policy change.

Remarks for the Good of the Order: N/A

- X. Burstein makes a motion to adjourn; Bloomenthal seconds. The meeting is adjourned at 7:16pm.

Attested,



Judith Goleman, Secretary

Nov. 5, 2025