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Gladyskellylibrary.org

Board of Library Trustees
Gladys E. Kelly Public Library
2 Lake Street, Webster, MA

Virtual Meeting

Minutes for Thursday, February 4, 2021

In attendance: Rena Klebart, Chair; Mary Chabot, Secretary; Martina Koziak, Treasurer, Sue Buehler, Donna Becker and Evelyn Pappas. Rich Franas, Vice Chair, was unable to attend. Peter Arsenault, Interim Director also attended.

6:03pm Meeting Called to Order
Pledge of Allegiance

6:05pm Approval of December 3rd and January 7th, January 11th
and January 21st, 2021 minutes

Minutes for December 3, 2020 were reviewed. Tia moved that the minutes be accepted as read, seconded by Mary. All approved with the exception of Donna and Evelyn who were not members of the Board at that time.

Minutes for January 7, 2021 were reviewed. Sue moved that the minutes be accepted as read, seconded by Tia. All approved with the exception of Donna who was not a member of the Board at that time.

Minutes for January 11, 2021 were reviewed. Tia moved that the minutes be accepted as read, seconded by Evelyn. All

approved with the exception of Donna who was not a member of the Board at that time.

Minutes for January 21, 2021 were reviewed. Tia moved that the minutes be accepted as read, seconded by Evelyn. All approved.

6:10pm Director's Report: budget

Peter presented the proposed 2022 budget. He said that there were no new warrants at this time, just the normal bills. He told us that the 2022 budget will have a 2.5% increase, as required by the MBLC. He said that 15% of the appropriation must be spent on materials. There is a proposed \$23,000 increase in the building and grounds maintenance, as well as maintenance contracts. Most of the warranties have expired. There is a 2% increase for union employee. Part-timers are paid from the state aid. The Director's salary has been reduced. Peter will be meeting with the budget committee next week, and we've asked him to try to get funding for a second part-timer to free up staff to expand on their positions. Also, he is to ask, in the light of the Director's search, to raise the salary for the position. Evelyn asked that the benefits be included in the salary when discussing salary.

Tia asked if we can apply for grants, and was told that we can. The Janet Malser grant was mentioned as one source.

Peter concluded by saying he was grateful for the full support of the board.

6:53pm Director of Library: finalize interview questions

Rena asked that we review the interview questions, and send recommendations for changes or additional questions to her. The interviews will be held on Wednesday, February 10th.

6:45pm Request Ethics Commission

Sue and Rena have been trying to find out if there is a conflict of interest for a Trustee to also be a Director of the Friends. An email has been sent to the Ethics Commission for clarification.

7:12pm CoVid update

Peter said that the lobby is open for pickup of materials, and the number of patrons is kept to a minimum. The spaces used are sanitized after each use. Peter brought down several carts of books from the Children's Room so children can choose their own books. Sue said that patrons are purchasing items from the Friends' book sale.

7:14pm Adjournment

Sue moved we adjourn, seconded by Donna. The roll call vote was unanimous.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mary L. Chabot".

Mary L. Chabot, Secretary