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MAR 5 '21 AM 11:50



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PUBLIC LIBRARY

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Board of Library Trustees

Gladys E. Kelly Public Library

2 Lake Street, Webster, MA

## Minutes for Thursday, March 4, 2021

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

### **6:04pm Meeting Called to Order**

Pledge of Allegiance

### **6:05pm Approval of minutes**

February 4, 2021: Donna moved to accept as written, seconded by Sue. The motion passed.

February 16, 2021: Donna moved to accept as written, seconded by Sue. The motion passed.

February 23, 2021: Mary moved to accept as written, seconded by Evelyn. The motion passed.

### **6:13pm Resignation**

We were very sorry to hear that Rich has offered his resignation. It was with heavy hearts that we decided to move on the resignation. Mary moved that we accept his resignation, seconded by Sue, the motion passed.

### **6:15pm Director's Report/Financial reports and warrants**

Peter told us that there were two outstanding invoices that needed to be paid. The invoice for Audiobooks was \$93.75. The gift fund contains \$2,301.01. We owed Creative Office Pavilion \$7,850.00 which had been held back until they repaired/replaced the damaged conference tables

Mary moved that we pay the Audio books from the gift fund, and Creative Office Pavilion use the remaining construction funds \$4,733.77 and funds from the Place trust in the amount of \$3,116.23 to pay the invoice. The motion was seconded by Donna. The motion passed.

**6:37pm Update trust fund accounts**

Mary gave a brief overview of the trust accounts and what can be used. Rena said that we are still working with Town Treasurer to consolidate these accounts.

**6:37pm Update library director position**

We expect to have Sondra Murphy join the staff as our new director on March 15<sup>th</sup>. We spoke about setting goals for the first 6 months and will work on that during the April meeting.

**6:50 Collection Development Policy**

We reviewed our Collection Development Policy and Request for Consideration. These documents have not been updated in quite some time. Rena explained that the reason that these documents exist is to set policy for staff to make decisions about our collection. Webster residents can request to have items added, or removed, under the direction of the Trustees. Peter related that the Dr. Seuss books that have been removed from further publication were all requested the next day, with a long line of reservations. These documents also provide guidance for displays such as the one created by Cynthia for Black History Month and for Banned Books.

For the next meeting, we are to review the documents, plus the state guidance. Rena will draft a document for our review.

**7:25pm Adjournment**

Mary moved to adjourn, seconded by Donna. All approved.

Respectfully submitted,



Mary L. Chabot, Secretary