

**BOARD OF LIBRARY TRUSTEES  
MEETING MINUTES**

DATE: May 9, 2023

TIME: 6:36 p.m.

PLACE: Lingos Trustee Room & Zoom

PRESENT: Jocelyn Meek, Chairperson; Joseph Policape; Aminah Pilgrim; Margaret Mone & Paul Engle, Library Director  
Zoom- Lisa O'Donnell, Vice Chair; Phyllis Ellis; Jorge Vega

ABSENT: Matthieu Delisme

VISITORS: Jonathan Stroud

RECORDING: Sandra Reed

<u>TOPIC/AGENDA</u>	<u>FINDINGS/DISCUSSION</u>	<u>RECOMMENDATIONS/ACTIONS</u>	<u>FOLLOW-UP</u>
1. Hearing of Visitors Jonathan Stroud	<b>Building Our Lives Together as One</b> reached out to Jonathan They received a Beginners Computer class grant Class to limit to 10 people/per class: first come, first serve Classes will be held Tuesdays from 12-2 or Thursdays from 10-12 Open to anyone- starts in June Once the 24-hour class is complete, students will receive a Chrome Book, headset and a hotspot for one year  <b>Career Roundtable</b> – will be in the Lingos Auditorium Sat. May 13, 2023 from 2-4 p.m.		Starts at Main but can go to branches if program takes off  Advertise with Council On Aging & Adult Learning Center
2. Acceptance of Minutes ~	Approval of minutes from April 11, 2023 as submitted.	Approval of minutes by Phyllis Ellis, second By Margaret Mone; Affirmative votes by all except for Aminah Pilgrim; who abstained	
3. Chairman's Report - NONE			
4. Director's Report	Discussed the BrSo is starting again in June. Concerts will be the 3 <sup>rd</sup> Saturday of the month. Also, in talks with Berklee to do a series too. No musicians will be at the Lawn at East this year. Discussed the bidding for the Roof project has wrapped up. MM&T will open bids. The lowest bid that survives due diligence will start project. Paul is looking into three change orders for the project that are not part of the original plans. 1) Skylights – change plexiglass while up there 2) White Ave roof rotund overhang 3) the garage roof. MM&T is the lead architect with a few projects going on in the City and this is under the umbrella of the other projects. Anyone is free to look at the plans in the Trustees Room but they cannot be removed from there		
5. AD Announcement	Kevin Nascimento was offered the position and accepted. He will start May 22, 2023. Kevin has worked at the library for many years and was the Head of Technical Services before this promotion.		
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6. Roof Update

Discussed the bidding for the Roof project has wrapped up. MM&T will open bids. The lowest bid that survives due diligence will start project. Paul is looking into three change orders for the project that are not part of the original plans. 1) Skylights – change plexiglass while up there 2) White Ave roof rotund overhang 3) the garage roof.

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7. Fundraiser Update

Phyllis was unable to attend last foundation meeting so she will go to the next foundation meeting to run it by them to get ideas and get it started  
Tabled discussion until next meeting

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8. Old Business

Both Paul and Jocelyn have tried to contact DPW to do a walk through. Will report back once they have receive a reply

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9. New Business

No new business

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10. Executive session (as needed)

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11. Adjournment

Meeting Adjourned at 7:02 pm

Motion by Margaret Mone, second by Joseph Policape;  
voted unanimous.