

Committee name: Gleason Public Library Trustees

Meeting date: April 14, 2022

Zoom meeting only due to COVID-19

Meeting Minutes

Present: Christine Stevens, Dale Joachim, Jennifer Pike, Karen Gettings, Kaitlin Waterson, Maxine Crowther, Martha Feeney-Patten

Convened at 5:09 pm

1. Trustees approved minutes from all March meetings: March 3, March 8, March 17, and March 31.
2. Director's report: FY23 budget discussion. A PFAS filter has been identified but the mechanical room is too crowded to install it. The elevator circuit switch is delayed due to global supply shortages. It will need to be installed by a professional repairman when it arrives. Jenn is conducting interviews for open position, should have candidate selected by end of next week.
3. Library redesign review—discussion put off until 6 pm when architects can join the discussion
4. Status on hiring tax preparation service: Karen has emailed H&R Block, which prepares taxes for the FOGPL. They have not been responsive, likely due to busy tax season. Karen also contacted two other tax preparation services, only one of whom has responded.
5. New items: Christine fixed an error with our 2020 submittal of MA state taxes. Karen deposited a donation from Benevity/Whole Foods. Reminder that Dale's term ends in late June.
6. Set next meeting date: May 19, 5 pm
7. Review final renovation plans with SSA at 6 pm. Present for this portion of the meeting were: Angela Ward Hyatt; Kelsey Laser (project manager); Chelsea DeCrescenzo Gozzi (decorator), Kiley Pietropaolo (representative from Gleason Teen Advisory Board)
Martha's current office becomes a break room. The Teen room has been the subject of much consideration during the remodel process. Trustees considered many variations of walls and shelving options, booths/no booths, and options for maximizing shelf space. In the end, trustees decided the teen room would be unenclosed to allow for more shelving and closer monitoring. It is understood that non-teens would use the teen room too. Undecided on where a food and beverage space might go. SSA suggested that a space with coffee service and café tables could go where Martha's new office is currently slated to go. Trustees felt this was suboptimal and agreed to reconsider the food/beverage policy at a later date to include bring-your-own.

Adjourned at 7 pm.

Minutes prepared by Christine Stevens and approved on May 19, 2022.