

Chelsea Public Library
Board of Trustees
January 23, 2018
Minutes of Meeting – APPROVED

1. Call to Order: The meeting was called to order at 6:06 P.M. by Acting Chairperson Beth Novak.
2. Roll Call: At Roll Call, the following attended: Acting Chairperson Beth Novak, Acting Vice Chairperson Monica Elias, Clerk Maura Garrity, Lisa Santagate. Alexandria Christmas was excused. Director Sarah G. Jackson was also in attendance.
3. Approval of Minutes of Previous Meeting: On a motion made by Monica Elias and seconded by Lisa Santagate, the minutes of the November 28, 2017 meeting were accepted as submitted.
4. Communications:
 - A. Massachusetts Libraries State Aid was approved, and the Library is receiving funding in two installments in 2018. The Library was able to apply for this funding without using a waiver due to the Directors ability to increase operational hours and obtain an increased budget from the City.
5. Report of Library Director: The Director reported on the following:
 - A. All invoices received were found to be in order and paid since the last meeting.
 - B. Beth Novak will head the committee to review the Chelsea Public Library Collection policy. She will contact the trustees for review and revision of the policy.
 - C. Building Update: The DPW is continuing the work of painting the interior of the Library.
 - D. Upcoming events are: make your own slime, PJ Storytime, STEM challenge, wingmasters.
6. Unfinished Business:
 - A. The Trustees have agreed to table the nomination of officers for the Library Board until March 2018. New Trustees should be appointed and approved by the City Council in February.
 - B. The Trustees have agreed to approve a meeting schedule for 2018 at the next meeting.
7. New Business:
 - A. George Ostler has resigned from the Library Board. The Trustees wish him well and thank him for all the work he did while a Trustee.
 - B. Children’s Librarian Martha Bokensbaum has requested funding for 2018 children’s programming. She has estimated a budget of \$2,000. Approximately \$1,250 for special programming and \$150 for books, \$100 for refreshments and supplies and \$455 to be set aside for Fall 2018. A motion was made by Lisa

Santagate and seconded by Monica Elias that the trustees have agreed to vote during the February 2018 meeting. This motion carried.

8. Ongoing Business
 - A. How to support Friends of the Library.
 - B. Review draft library policies.
 - C. Update the funding sheet from the bank.
9. Date of Next Meeting: The next board meeting has been tentatively scheduled for Tuesday, February 27, 2018.
10. Adjournment: On a motion made by Beth Novak and seconded by Lisa Santagate, the meeting adjourned at 6:45 P.M.

Respectfully submitted,
Maura Garrity, Clerk