

Chelsea Public Library  
Board of Trustees  
June 19, 2018  
Minutes of Meeting – APPROVED

1. Call to Order: The meeting was called to order at 6:06 P.M. by Chairperson Beth Novak.
2. Roll Call: At Roll Call, the following attended: Chairperson Beth Novak, Vice Chairperson Monica Elias, Lisa Santagate, and Krissy Byrnes. Director Sarah G. Jackson was also in attendance. Clerk Maura Garrity, Alexandria Christmas, and Isabel Garcia were excused.
3. Approval of Minutes of Previous Meeting: On a motion made by Krissy Byrnes and seconded by Lisa Santagate, the minutes of the May 29, 2018 meeting were accepted as submitted.
4. Communications: No new communications.
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. Building Update: Dome work is completed. Scaffolding is down. DPW will be painting the rotunda.
  - C. Children’s Department Update: Moving forward with Summer Schedule as submitted last month. Summer reading will begin after school is out.
  - D. Budget Update: FY19 budget presented, voted on and passed by Chelsea City Council.
  - E. Adult Program Update: Safe urban cycling (7/17, time TBD)
  - F. Upcoming events: Please go to the City of Chelsea Public Library website - **<https://www.chelseama.gov/node/121/events/month/2018-06>**  
Some events include: Make your own slime, Dance Party, Toe Jam Puppet Band, 80’s Rock the Library, Lip Synch Battle, Sulinha’s Trio, Mr. Vinny’s Puppets, Space Rock Sherlock, Animal Adventures, Chelsea Reads Park to Park, Movies every Friday.
  - G. Policies: No update.
  - H. Miscellaneous: New circulation desk arriving by end of July. Two youths for Summer Youth initiative.
6. Unfinished Business:
  - A. Chairperson Beth Novak will schedule a sub-committee for discussion and revision of the draft of the submitted Collection Development Policy.
  - B. Bruce Mauch of Friends of the Library will attend the meeting in September and discuss the function of the Friends of the Library. (Visit postponed due to minimal trustee attendance in June.)

7. New Business: None.
8. Ongoing Business
  - A. How to support Friends of the Library.
  - B. Review draft library policies.
  - C. Update the funding sheet from the bank.
  - D. Schedule a meeting with the new City Treasurer when the position is filled.
9. Date of Next Meeting: The next board meeting has been tentatively scheduled for Tuesday, September 25, 2018. Following meetings will be October 23rd and November 27th. No meeting scheduled for December.
10. Adjournment: On a motion made by Lisa Santagate and seconded by Monica Elias, the meeting adjourned at 6:22 P.M.

Respectfully submitted,  
Beth Novak, Chairperson