

Chelsea Public Library
Board of Trustees
April 24, 2018
Minutes of Meeting – APPROVED

1. Call to Order: The meeting was called to order at 6:09 P.M. by Acting Chairperson Beth Novak.
2. Roll Call: At Roll Call, the following attended: Acting Chairperson Beth Novak, Clerk Maura Garrity, Lisa Santagate, Alexandria Christmas, Krissy Byrnes. Director Sarah G. Jackson was also in attendance. Acting Vice Chairperson Monica Elias and Isabel Garcia were excused.
3. Approval of Minutes of Previous Meeting: On a motion made by Alexandria Christmas and seconded by Lisa Santagate, the minutes of the March 27, 2018 meeting were accepted as submitted.
4. Communications: None.
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: The dome work is expected to begin in May 2018.
 - C. Children's Department Update: Good attendance was reported at all events.
 - D. Budget Update: City Council hearing will be scheduled sometime in May 2018 for review of budget for Library.
 - E. Adult Program Update: None.
 - F. Upcoming events are: Lego Club, ESL Circle, How Astronauts Get Ready to Go Into Space, STEM Careers, DIA Family Book Club, Hidden Figures for children, Hidden Figures for adults, Meet Police Dogs.
 - G. Policies: No update.
 - H. Miscellaneous: Director Jackson will forward information regarding the State Ethics Commission's bi-monthly seminars on the conflict of interest law.
6. Unfinished Business:
 - A. Acting Chairperson Beth Novak will schedule a sub-committee for discussion and revision of the draft of the submitted Collection Development Policy.
 - B. Acting Chairperson Beth Novak and Director Jackson have both contacted Bruce Mauch of Friends of the Library to invite him to a Library Trustee meeting in May or June to meet the new Trustees and discuss the function of the Friends of the Library.
7. New Business:
 - A. Motions to approve the nominations below were as follows:
 1. Chair. A motion was made by Krissy Byrnes and seconded by Maura Garrity to approve the nomination of Beth Novak to Chair. The motion carried.

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2. Vice Chair. A motion was made by Beth Novak and seconded by Alexandria Christmas to approve the nomination of Monica Elias to Vice Chair. The motion carried.
 2. Clerk. A motion was made by Beth Novak and seconded by Lisa Santagate to approve the nomination of Maura Garrity to Clerk. The 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.
 - 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, May 29, 2018 (due to conflicts, the May 22, 2018 was rescheduled).
10. Adjournment: On a motion made by Alexandria Christmas and seconded by Beth Novak, the meeting adjourned at 6:29 P.M.

Respectfully submitted,
Maura Garrity, Clerk