

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

1. Call to Order: The meeting was called to order at 6:00 P.M. by Chairperson Beth Novak.
2. Roll Call: At Roll Call, the following attended: Chairperson Beth Novak, Vice Chairperson Monica Elias, Clerk Maura Garrity, Lisa Santagate, Alexandria Christmas, and, Krissy Byrnes. Director Sarah G. Jackson was also in attendance. Isabel Garcia was excused.
3. Approval of Minutes of Previous Meeting: On a motion made by Krissy Byrnes and seconded by Lisa Santagate, the minutes of the September 29, 2018 meeting were accepted as submitted.
4. Communications: None.
5. Report of Library Director: The Director reported on the following:
 - A. There were no new invoices this month.
 - B. Building Update: Ongoing improvements made. The City has not completed the painting as promised before the 11/3/2018 Chelsea Reads event. The City will move the painting equipment for the event and then return to finish.
 - C. Children's Department Update: The job for a new Children's Librarian has been posted.
 - D. Budget Update: None.
 - E. Adult Program Update: None.
 - F. Upcoming events: Please go to the City of Chelsea Public Library website - **<https://www.chelseama.gov/node/121/events/month>**
 - G. Policies: A draft of the Collection Policy was reviewed at the meeting.
 - H. Misc:
 1. A meeting has been scheduled with the new City Treasurer. Will discuss updating the funding sheet from the bank at the next meeting 11/27/2018.
 2. The fundraiser for Chelsea Reads at the Mystic Brewery raised \$735 for the event on 11/3/2018.
6. Unfinished Business: None.
7. New Business:
 - A. Chelsea Reads event is November 3, 2018 and the Library is looking for volunteers for the day. The Director will send descriptions of the needs for this day to the Board.
 - B. Bruce Mauch of Friends of the Library met with the Board and discussed the function of the Friends of the Library. Information was provided regarding what

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expenditures have been done this year: NE Aquarium, Museum of Science, Museum of Fine Arts, Zoo New England, and Children's Museum tickets were purchased with the Friend's funds.

- C. The approval/endorsement of the Library Collections Policy by the Board. A motion was made by Monica Elias and seconded by Krissy Byrnes that the trustees will vote to accept the Collections Policy during the November 27, 2018 upon final review. This motion carried.
8. Ongoing Business
 - A. Continue to evaluate how to support Friends of the Library.
 - B. Review draft library policies.
 - C. Trustees will continue to discuss the need of more funding from the City of Chelsea for the Library's additional programs that meet the needs of residents.
 9. Date of Next Meeting: The next board meeting has been tentatively scheduled for Tuesday, November 27, 2018.
 10. Adjournment: On a motion made by Lisa Santagate and seconded by Monica Elias, the meeting adjourned at 7:26 P.M.

Respectfully submitted,
Maura Garrity, Clerk