

Chelsea Public Library
Board of Trustees
February 26, 2019
Minutes of Meeting – APPROVED

1. Call to Order: The meeting was called to order at 6:07 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, Isabel Garcia, Lisa Santagate, and Krissy Byrnes. Director Sarah G. Jackson was also in attendance. Alexandria Christmas arrived at 6:16 P.M.
3. Approval of Minutes of Previous Meeting: On a motion made by Krissy Byrnes and seconded by Lisa Santagate, the minutes of the November 27, 2018 meeting were accepted as submitted.
4. Misc: January 22, 2019 meeting did not have a quorum and was adjourned at 6:19 p.m. In attendance was Chairperson Beth Novak, Clerk Maura Garrity, Lisa Santagate, and Director Sarah G. Jackson. Vice Chairperson Monica Elias, Alexandria Christmas, Krissy Byrnes, and Isabel Garcia were excused.
5. Communications: Second half of the State Aid funding was received in the amount of \$29,948.07. This amount is an increase of last year's funding and was due to the library's increased hours and City funding.
6. 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: None.
 - C. Children's Department Update: Newly hired Katherine Palencia came to the meeting to meet the Trustees and discussed her work and goals in her new position. Children programs will be resuming.
 - D. Budget Update: The City budget is to be submitted in March.
 - E. Adult Program Update: There are upcoming adult programs coming soon. April 27, 2019 there will be World Women Jazz event at 2:30 pm.
 - F. Upcoming events: Please go to the City of Chelsea Public Library website - <https://www.chelseama.gov/node/121/events/month>
 - G. Policies: None.
 - H. Misc: None.

7. New Business:

- A. Children's Librarian Katherine Palencia has requested funding for 2019 children's programming. She has estimated a budget of \$2,600. Approximately \$1,395 for special performances in the Spring, \$410 for refreshments and supplies for the programming, and \$795 set aside for Fall 2019 programs. A motion was made by Beth Novack and seconded by Monica Elias that the trustees have agreed to vote during the March 2019 meeting. This motion carried.

8. Unfinished Business:

- A. A motion was made by Lisa Santagate and seconded by Krissy Byrnes to vote on the approval/endorsement of the Library Collections Policy by the Board. All trustees were present, and a vote was taken. All trustees have approved/endorsed the Library Collections Policy.

9. Ongoing Business

- A. Continue to evaluate how to support Friends of the Library.
- B. 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.
- C. Chelsea Reads: After the director meets with the Chelsea Reads board, she will give an update on attendance, CBO, number of backpacks given out, and overall impressions.

10. Date of Next Meeting: The next board meeting has been tentatively scheduled for: Tuesday, March 26, 2019

11. Adjournment: On a motion made by Lisa Santagate and seconded by Monica Elias, the meeting adjourned at 6:44 P.M.

Respectfully submitted,
Maura Garrity, Clerk