



CITY OF CHELSEA, MA
Board of Library Trustees

Public Library, 569 Broadway · Chelsea, MA 02150
Phone: 617.466.4350 · Fax: 617.466.4359

Beth Novak
Chair
Monica Elias-Orellana
Vice Chair
Maura Garrity
Clerk
Kristina Byrnes
Member
Alexandria Christmas
Member
Isabel Garcia
Member
Lisa Santagate
Member

2019 JUN 27 P 12:08

Meeting Minutes May 28, 2019-APPROVED

1. Call to Order: The meeting was called to order at 6:09 P.M. by Chairperson Beth Novak.
2. Roll Call: At Roll Call, the following attended: Chairperson Beth Novak, Vice Chairperson Monica Elias, Lisa Santagate, Alexandria Christmas, and Krissy Byrnes. Director Sarah G. Jackson was also in attendance. Clerk Maura Garrity was excused. Isabel Garcia was unexcused.
3. Approval of Minutes of Previous Meeting: On a motion made by Krissy Byrnes and seconded by Lisa Santagate, the minutes of the April 30, 2019 meeting were accepted as submitted.
4. Communications: No new communications.
5. Report of Library Director: The Director reported on the following:
 - A. All invoices were found to be in order and paid since last meeting.
 - B. Building Update: Door weights were installed in bathrooms. New DVD cases will be installed in July 2019.
 - C. Children's Department Update: The June activities have been announced and posted on social media and the Library website. Children's librarian has finalized summer series for the year.
 - D. Budget Update: The budget has been submitted, pending approval from the City of Chelsea.
 - E. Adult Program Update: The Library has partnered with Chelsea Recreation and Cultural Affairs Division to host Movie Nights 7/24, 7/31, 8/7. Pints and Pages Book Club will next meet at Mystic Brewery on 6/24. The June book selection is Beartown.
 - 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: Director Sarah G. Jackson attended the Massachusetts Library Association, three day conference. There has been a update to the Polaris system. The Chelsea Library will be once again be a site for the free Summer Food Program. There is a new MFA partnership through BPL and Chelsea is included in benefitting from free admission with 10% discount in MFA store. Free admission will occur the entire month of June by showing your library card. Chelsea Library will be new site for the empty Charlie Card and soon Charlie Card machine to reload.
6. New Business: Director Sarah G. Jackson shared letter from the City Clerk in regards to Board recognition.



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7. Unfinished Business: None.

8. Ongoing Business
 - A. Continue to evaluate how to support Friends of the Library.
 - B. Chelsea Reads Data:
Approx. attendance: 598
Backpacks Given out: 365
Total Books Given away: 1825 (avg. 5 per backpack)
New Library Card signups: 13
Total Circulation between the hours of 11-2: 58 items
Total Circulation for the day (9-5): 122 items
Total # of CBO tables: 16

9. Date of Next Meeting: The next board meeting has been tentatively scheduled for: Tuesday, June 25, 2019

10. Adjournment: On a motion made by Lisa Santagate and seconded by Alexandria Christmas, the meeting adjourned at 6:32 P.M.

Respectfully submitted,

Monica Elias, Acting Clerk

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