

Chelsea Public Library
Board of Trustees
December 20, 2022
Minutes of Meeting – APPROVED 1.24.23

1. Call to Order: The meeting was called to order at 6:05 P.M. by Chairperson Beth Novak.
2. Roll Call: At Roll Call, the following attended: Chairperson Beth Novak, Vice Chairperson Monica Elias, Ana Venegas-Rivera, Grace Lee and Alexandria Christmas. Lisa Makrinikolas (excused) and Kristina Byrnes were absent. Library Director Sarah G. Jackson was also in attendance. Correction was made to the minutes from November 15th as Alexandria Christmas was inadvertently marked as absent unexcused to excused.
3. Approval of Minutes of Previous Meeting: On a motion made by Beth Novak and seconded by Monica Elias, the minutes of the November 15, 2022 meeting were accepted as submitted.
4. Communications: Friends of Library(FOL) Annual Donation Letter was issued.
5. Report of Library Director: The Director reported on the following:
 - a) Invoices (now color coded) are all paid and up to date. Trustee funds were not used. The Library Direction has requested for future program planning to include ideal capacity for each event/session to optimize participation and outcome per the request from the trustees.
 - b) Building Update: Nothing new to report.
 - c) Budget: FY24 budget planning in progress and due end of December.
 - d) Children's Dept: Children's Librarian submitted an alternate request for funding and offered statistics from 2022 programs.
Voting will take place after further review by the trustees as the total amount requested has increased from the last meeting and programs such as the Dog Show may not be appropriate for the Chelsea Public Library (as there is no lawn and the outcome may not be as successful as other libraries).
Appendix mentioned in the letter will be emailed to the trustees by the Children's Librarian.
 - e) Adult and Teen Programming:
 - i. Color flyers available upon request.
 - ii. Book Club held on December 29th, 2022 and January 26th, 2023.
 - f) Policies: Nothing new to report.
 - g) Misc:
 - i. New city website being slowly updated w/calendar, etc.
 - ii. Bartholomew Report: May request for a refresher presentation on reports before the start of the fiscal year. (Alex Christmas raised a question about library funds

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and for detailed expenditures during the Board of Trustees meeting on October 25, 2022.)

- iii. End of year library staff meeting/gathering: funding was previously given by FOL. The Library Director will assess and the trustees will discuss funding partially.

6. New Business:
Nothing new to report.

7. Ongoing Business:
 - i. Library Strategic Planning: ongoing.
 - ii. Banned Books: questions and clarification on the talking points and material provided by the Library Director to be discussed in the next meeting.
 - iii. The Board will continue to evaluate how best to assist the Friends of the Library.

8. Date of Next Meeting: The next board meeting has been tentatively scheduled for: Tuesday, January 24th, 2023 at 6:00 P.M.

9. Adjournment: On a motion made by Alexandria Christmas and seconded by Ana Venegas-Rivera, the meeting adjourned at 6:33 P.M.

Respectfully submitted,
Grace Lee

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