

Chelsea Public Library  
Board of Trustees  
March 22, 2022  
Minutes of Meeting – Approved 4/26/22

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, Clerk Maura Garrity, Krissy Byrnes, Alexandria Christmas, and Lisa Makrinikolas. Nathalie Palencia Del Cid, Katherine Palencia and Director Sarah G. Jackson were also in attendance.
3. Approval of Minutes of Previous Meeting: On a motion made by Krissy Byrnes and seconded by Beth Novak, the minutes of the February 22, 2022 meeting were accepted as submitted.
4. Communications: None
5. Report of Library Director: The Director reported on the following:
  - A. Invoices: All invoices are paid and up to date. No Trustee monies have been spent.
  - B. Building Update: Discussing summer hours. Memorial Day through Labor Day. May open Saturdays for approximately 3 hours depending upon demand.
  - C. Budget: None.
  - D. The Children's Department update:
    1. March 2 was Read Across America which was successful.
    2. Have applied for a Heritage Celebrations Grant which has not be decided.
    3. Asking for funding for following educational programs for the fall:
      1. Birds of Prey for \$400.
      2. Wildlife Encounters for \$535.29.
      3. Baby Sign language program for \$1,665.00
      4. One Up Games for \$750.00.

The total cost for the four programs total \$3,350.29.

The trustees have requested for clarification; inquire about how many people One Up Games Day can accommodate, both throughout the day and at one time. A proposal for Baby Sign Language for four sessions rather than eight to test the attendance. The trustees await this information prior to motioning to use funds for the department activities.

Additionally, figures for past children's programming have been requested by Alexandria Christmas and Krissy Byrnes. Beth Novak has requested that the library start documenting patron requests for all events so we can substantiate needs and desires of the library patrons. Alexandria Christmas suggested in addition to this we collect names and contact information, if they wish to provide, so patrons can be contacted if a request comes to fruition.

4. Summer programming – acrobatics advertising Story Time.

- E. The Adult and Teen Department update: Meeting with teen groups regarding the new teen space and what ideas for the space. Library is also soliciting ideas at other library teen spaces.

Book Club has continued. The next meeting is March 31<sup>st</sup>.

- F. Policies: Looking to revise meeting room usage policy and reservation system. Other polices can be found online: <https://www.chelseama.gov/public-library/policies>

- G. Misc: Program for Healthy Chelsea in April – the program is for teaching how to make healthy snacks.

6. New Business:

- A. Maura Garrity was wished well in her new endeavors.
- B. One new trustee is being appointed in April.
- C. Nathalie Palencia Del Cid will be taking notes for April meeting. With Maura Garrity's departure the trustees must motion to appoint a new Clerk in the April meeting to be approved in the May meeting with duties commencing immediately.
- D. In Person meeting start April.

7. Unfinished Business:

- A. Director Jackson is obtaining a purchase order for the Chelsea Clock and will provide the proofs at the next meeting for the Chelsea Clock in honor of Edward Mulkern and George Ostler.

8. Ongoing Business

- A. Strategic Planning continues.
- B. Continue to evaluate how to support Friends of the Library.
- C. Adult events to be announced. The dates have not yet been set.
  - a. Saturday movies.
  - b. adult coloring.
  - c. adult game night.
  - d. food programs for adults -TBD

9. Date of Next Meeting: The next board meeting has been tentatively scheduled for: Tuesday, April 26, 2022 at 6:00 P.M.

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10. Adjournment: On a motion made by Krissy Byrnes and seconded by Beth Novak, the meeting adjourned at 6:56 P.M.

Respectfully submitted,  
Maura Garrity, Clerk

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