
Minutes of the Board of Library Trustees

The Board of Library Trustees met on December 27, 2022, 3:30 PM,
in the meeting room of the Main Library

Present: Diana Henry, Vice-Chair
Carl J. Cruz
Helen Rogers
María Gloria de Sa
Josh Amaral
Lee Blake
Olivia Melo, Director
Carmen Brodeur, Office Assistant

Excused: Kimberly S. Ferreira
Ann O’Leary
Elsie R. Fraga

Called to order: Ms. Henry called the meeting to order at 3:33 p.m.

Mr. Cruz made a motion to accept the minutes of the November Trustees’ meeting;
seconded by Ms. Blake. The minutes were unanimously approved.

STAFF REPORTS

Mr. Cruz made a motion to hold the staff reports for the next Trustee meeting seeing as
not all reports were available due to the holidays and staff being on vacation. Seconded by Ms.
Rogers, all approved.

DIRECTOR’S REPORT

Mr. Cruz made a motion to accept the Director’s report; seconded by Ms. Blake;
unanimously approved.

Ms. Melo reported the following:

- Both Irene de Amaral and Linda Tarantino began their tenure with the New Bedford Library. Irene’s’ hire date was on December 5th and Linda’s’ was on December 19th of this year. They both trained at the Main library for one week and continued their training at the Wilks, Lawler, and Howland-Green branches. Irene will be assigned to Casa da Saudade as the manager starting January 3rd and Linda will be assigned to Howland-Green as the manager starting January 3rd.
- A patron was served a No Trespass Notice for violation of library policies at the Main library on October 9, 2022.

- Sadly, there was a fatal overdose in the Main library men's restroom on Thursday, December 8th. This same individual had an overdose episode on Saturday, December 3rd and 911 was called. A No Trespass process was started due to the Saturday episode, so it was a shock to everyone to discover him in the men's restroom at 7:45pm on the 8th. He was a new patron from West Wareham.
- Met with Assistant DPI Commissioner, Justin Chicca, to discuss the upcoming roadwork on the Route 18 intersection at Cove Road to the Killburn Mills and the impact it will have on the sidewalk and greenspace of the Howland-Green branch. A letter requesting a review of the driveway and a possible closure of the driveway was sent to DPI.
- A candidate for Outreach Services Librarian was interviewed on December 15th.
- Final walkthrough the Main library building with DFFM and the contractor who installed the fire alarms. A few minor finishes on the walls are being added to the to-do list.
- Met with the City Solicitor, Erik Jaikes, to discuss the request of an outside group to use the Main library steps to display a menorah next to the city Christmas Tree. I also reviewed Our Lady's Chapel using the Main library steps for Thursday evening services from Spring to Fall. We also reviewed the Presepio and it was determined it was an educational resource on traditions rather than a religious exhibit inside the library.

COMMITTEE REPORTS

Mr. Cruz made a motion to accept the Committee reports; seconded by Mr. Amaral; unanimously approved.

1. **Art:** Ms. O'Leary, Chair- Nothing to report.
2. **Building:** Ms. Rogers, Chair –Nothing to report.
3. **Development:** Ms. Ferreira, Chair – Nothing to report.
4. **Finance:** Ms. Fraga, Chair – Nothing to report.
5. **Personnel:** Ms. Blake, Chair – The Personnel Committee met on December 15th to interview candidates for the Outreach Services Librarian position at the Main library. Natalie Denby was interviewed via Zoom as she is from out of state. The candidate is a Baton Rouge resident and is looking to move back to the northeast. She is currently working as the East Baton Rouge Parish Library, Baton Rouge, LA.

After review of other candidates, the Committee recommended Ms. Denby for hire. Ms. Blake asked for a motion to be made to accept the recommendation of the Personnel Committee for the hire of Natalie Denby as Outreach Services Librarian for the Main Library; seconded by Mr. Amaral; unanimously approved.

6. **Policy:** Ms. Blake, Chair – Nothing to report.

OLD BUSINESS

Professional vacancies - See above.

NEW BUSINESS

Howland-Green Grounds - See above.

COMMUNICATION

Mr. Amaral informed the Board members and Library Director that he would be stepping down as a Trustee to the New Bedford Free Public Library Board, as per city ordinance, as he had just accepted a position of Director of the Office of Housing and Community Development for the city of New Bedford. Ms. Melo and the Board wished Mr. Amaral all the best in his new venture and thanked him for the time he served as a Library Trustee.

Ms. Melo asked the Trustees if they knew anyone who would be interested in serving on the Board to invite them to communicate their interest to the mayor as potential candidates.

ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

Mr. Cruz asked Ms. Melo about the City Council meeting on the Unit C Classification and Salary Plan procedures for advancement. Ms. Melo explained that the office of Personnel and the Mayors' office worked with consultants to determine a wage scale which will make our city jobs be more competitive in the market for municipal management personnel while still presenting a sense of equity in compensation across the organization. It is in process with the city council to achieve a result that is both competitive and fair for these city employees. Ms. Melo will report on this in more detail at the January meeting.

NEXT MEETING:

Regular meeting: Tuesday, January 31, 2023, at 3:30 pm, at the Main Library.

Meeting adjourned at 4:31 pm.

Clerk,

Lee Blake