

Minutes of the Board of Library Trustees

The Board of Library Trustees met on July 25, 2023, 3:30 PM,
in the meeting room of the Wilks Branch Library

Present: Diana Henry, Vice-Chair
Carl J. Cruz
Elsie R. Fraga
Ann O’Leary
Helen Rogers
Maria Gloria de Sa
Olivia Melo, Director
Carmen Brodeur, Administrative Assistant

Excused: Kimberly S. Ferreira
Lee Blake

Called to order: Ms. Henry called the meeting to order at 3:40 p.m.

Mr. Cruz made a motion to accept the minutes of the June Trustees’ meeting, seconded by Ms. Rogers; unanimously approved.

STAFF REPORTS

Mr. Cruz made a motion to accept the Staff reports, seconded by Ms. O’Leary, unanimously approved.

DIRECTOR’S REPORT

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

Ms. Melo reported the following:

- The month of July was a busy month due to the 120-year-old, long overdue book, being returned to the New Bedford Free Public Library hitting the media circuit. It all began with the library Facebook post to help promote “*its never too late to return a library book*” where West Virginia University was recognized in the post for contacting us when finding our book in their donations. That led to a piece with WBOY-12 News in Clarksburg, West Virginia, after seeing the mention on Facebook who contacted me for an interview on June 27th. The story ran on June 28th on their website. From there it was picked up by MassLive, Channel 7 Boston and Channel 12 Providence on July 6th. Local photographer Peter Pereira was contacted by the Associated Press to take photos of the book and alerted me that the story would go national. I was skeptical, but, by Sunday July 9th. The New York Times was interested in running the story and it was showing up on ABC News, CBS News, Fox News, and various news outlets. It was featured on Inside Edition (1 min spot, to Tokyo, Japan on July 14th) and had a great write up on the Electrical Engineers website on the content of the book, not just its overdue date.

- Met with Deborah Hoadley of Hoadley Consulting on July 7th and worked on updating the rough draft of the FY24-28 Strategic Plan. The data from the community forums, focus groups, surveys, staff, and Trustee input, was reviewed for compilation of the plan.
- The second event for the Book Rich Environment (book giveaway) in partnership with the New Bedford Housing Authority and other community partners, was held on AHA! Kid's Rule on July 13th. The event was held on the front steps of the New Bedford Main Library and just under 200 books were gifted. Boxes with the approximately 200 books were sent to the Wilks Library to be distributed in the Wash & Read project at the Laundromats.
- Submitted the final, Quarter 3 & Quarter 4 metrics of the FY23 budget to the CFO's office. The number of programs, attendance, and circulation growth from the 1st quarter (July-Sept. 22) to the 4th quarter (April-June 23) will be utilized in rationale for the postponement of the plan into FY24.
- There has been an increase recently of congregating on the library steps early in the evening and while for most part it is not an issue, it was recently noticed that a window on Market Street side (behind the Lewis Temple statue) was vandalized, possibly by a rock. A police report was filed, and it is in the process of being replaced by vendor Guido's Plate Glass Services.
- Due to the heavy rainstorm on Sunday, July 16th there was an overflow of water in the driveway drains and into the library entrance and children's room and has lifted more linoleum tiles up as well as carpet tiles in the children's room. They were wet vacuumed by a crew from DFFM who will also replace the unglued carpet tiles.
- Received the vinyl for the Outreach vehicle for approval of the colors as shown which will be the "skin" on the vehicle. It has been approved and has gone into production which is the last step in the process towards the vehicle being ready for delivery.

COMMITTEE REPORTS

Mr. Cruz made a motion to accept the Committee reports, seconded by Ms. O'Leary; unanimously approved.

1. **Art:** Ms. O'Leary, Chair – The Art Committee of the Board of Library Trustees met on July 11th. The Art Committee reviewed four donations and voted unanimously to recommend acceptance of the four donations in four separate votes. The Art Committee also reviewed five items found in the collection and voted unanimously to recommend acceptance of the five items found in the collection in five separate votes.

Ms. O'Leary asked for a motion to accept the recommendation of the Art Committee to accept the four donations and the five found items. Mr. Cruz made a motion; seconded by Ms. Fraga and unanimously approved.

Ms. O'Leary noted that the Committee also acknowledged Art Curator, Alexandra Copeland for the recent *New Bedford Light* article in which she was featured.

The next Art Committee meeting will be schedule for November 2023.

2. **Building:** Ms. Rogers, Chair – Nothing to report.

3. **Development:** Ms. Ferreira, Chair – Nothing to report.
4. **Finance:** Ms. Fraga, Chair – Copies of the eleven library cd's were received from the City Treasure's office which had matured and were renewed for two years.
5. **Personnel:** Ms. Blake, Chair – Nothing to report.
6. **Policy:** Ms. Blake, Chair –Nothing to report.
7. **Scholarship:** Mr. Cruz, Chair – The Scholarship Committee met on July 19th to interview candidates. Maggie Felisberto and Meagan Sisson. Ms. Felisberto is enrolled at Valdosta State University in an online master's degree in library science program and Ms. Sisson is enrolled in the Simmons University Master of Library Science Program. Mr. Cruz asked the Board for a motion in accepting the recommendation of the Committee to award this year's Clement L. Yaeger scholarship totaling \$2,700.00, divided equally, to each candidate. Ms. Rogers made a motion to accept the recommendation; seconded by Ms. Fraga. Motion passes unanimously.

OLD BUSINESS

Outreach vehicle- See above under directors' report.

Ms. Melo handed out copies of the draft for the library FY24-28 Strategic Plan to review, to make any edits or changes for approval at the next Board meeting in September.

NEW BUSINESS

Ms. Melo reported that the New Bedford Libraries during the heat wave Thursday, July 27 through Saturday, July 29th will serve as cooling centers in response to the extreme weather. The city will continue its practice of designating the public libraries as cooling centers, during normal operating business hours.

ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

There will be no meeting in August, with meetings resuming at the Lawler Branch on September 26, 2023, as the Trustees room will be unavailable for a public access meeting.

NEXT MEETING:

Regular meeting: Tuesday, September 26, 2023, at 3:30 p.m. at the Lawler Branch.

Mr. Cruz made a motion to adjourn, seconded by Ms. Rogers; passed unanimously.

The meeting adjourned at 4:30 pm.

Clerk,

Ann O'Leary