



Woburn Public Library Board of Trustees

Meeting Minutes

Location: Woburn Pubic Library Program Room
Date: June 7, 2022
Time: 6:00 PM

Call to Order

Trustee Mahoney called to order the monthly meeting at 6:07 PM

Attendance

Voting Members:

Richard Mahoney – President
Joanne McNamee – Vice Present
Jim Juliano
Emily Lipsett
Larry Rideout via Zoom
Tracy Holly

Non-voting Members:

Seth Libert
Maria Soares

Attendees:

Megan Kass, Assistant Director of Woburn Public Library
Michelle Daly, Bookkeeper of Woburn Public Library

Guests in attendance: Jeff Dillon, Councilor, Ward 3

Approval of Previous Meeting Minutes

1. Motion to approve May 9, 2022 Meeting Minutes was made by Trustee Lipsett, seconded by Trustee Juliano. All in favor 6-0, motion carries.

Welcome New Trustee members

Trustee President Mahoney welcomed new trustee members, Tracy Jolly, Maria Soares, Seth Libert.

Previous Meeting and Ongoing Action Items

1. Strategic Planning Project – WPL Assistant Director Kass distributed a hand out of the update of work that has been done on the Strategic Plan. The Community survey is complete, 651 participants, completion rate was over 80%. Focus groups are underway and interviews are now complete, Mayor Galvin was one of the leads for the interviews,
2. A motion was passed that the Trustee meeting for July and August will be only an as needed meeting if the WPL Director deems necessary, if not meetings will resume in September. Motion to approve was made by Trustee Lipsett seconded by Trustee McNamee.

Director's Report

1. WPL Director's Report to Trustees was presented by Assistant director, Kass. Included in the report was a copy of the new WPL by the numbers flyer created by Megan Kass, assistant director. The flyer has been uploaded to the Woburn Public Library website, Facebook page and other media outlets. The numbers are pleasingly going up!
2. Director Gordon, Assistant Director Kass and two staff members attended the Massachusetts Library Association (MLA) conference. Great opportunity to connect and network with other Library professionals.
3. Two staff members are involved with the Minuteman Library Working groups that support cross-disciplinary segment of library skills, seek, review developments and recommendations for automation and circulation.
4. The WPL Collection Development Policy needs to be updated due to the increasing book challenges facing public libraries. Director Gordon will draft an updated policy and forward to trustees for comments and suggestions, the final draft will be approved at our next Board Meeting.

5. Juneteenth celebration will be June 18, 2022, 1-4 pm. Food, music and a keynote speaker plus much more are planned for the festival. T-shirts will be sold and separate T-shirts are available for Trustees at the Circulation Desk.
6. June 25, 2022 there will be a kick-off celebration for Summer Reading, 1-4PM. This year Summer Reading program will include Adults, teens and children.

Approval of Woburn Public Library Closed for Juneteenth Holiday

A motion for the library to be closed June 20, 2022 for the Juneteenth holiday was presented by Trustee McNamee and seconded by Trustee Mahoney. All in favor 6-0.

Open Discussion

There was a situation in the Teen room with a young patron holding a CO2 gun police were called and teen was escorted out and issued a no-trespassing order. Under consideration are active shooter training and other safety protocols to be offered to library staff.

Approval of Salary and Maintenance Bills

A motion was made by Trustee Juliano for approval of May 2022 salary and maintenance bills, seconded by Trustee Mahoney. All in favor 6-0

Adjournment

Trustee Juliano motion that the meeting be adjourned seconded by Trustee Rideout agreed upon at 6:46 PM. All in favor 6-0

Minutes submitted by: Michelle Daly