

Minutes for the Whitinsville Social Library Board of Trustees Meeting  
December 13, 2023  
Whitinsville Social Library-Historical Room

**Members present:**

Carol Brouwer-Chair

Charlie Thompson

Barbara Leonard-not present

John Brouillard

John W. Walker

Ann Williams-recording trustee

Others:

Heather Wade-Interim Director

Carol Brouwer called the meeting to order at 4:02 p.m.

- Motion to approve the minutes for the meeting, October 26, 2023 seconded and passed unanimously.
- Ann asked if we need to add information about the condition of the library after the corporator's meeting as there is a disconnect between the youth services librarian and the feelings of the Trustees, or is this something that can wait until the director returns from leave?
- Heather suggested that the meeting was in the director's office, and change Youth Librarian to Interim director
- **Interim Director's Report-**
  - Last few months have been challenging for the staff
  - A patron mentioned to Heather that Asian Jumping Worms have infested the lawn and if we don't take care of it the lawn will be destroyed
  - Heather can call L&M and get it taken care of
  - Staff morale related to fine issues and now people are frustrated with the internet issues-library had to close because of the internet issues related to Spectrum
  - Heather says that the town has been battling with Spectrum and our IT guy is going to try to fix it next week when he returns
  - Jack confirmed that people call him and complain about the phones going straight to Town Hall
  - Heather says that the town is supportive of the library and is trying to get it fixed
  - John suggested that Heather post a sign that says, "Internet issues are with Spectrum and we are working with them, please be patient." Heather says that there is a sign that she does put out when that happens
- Heather provided information about the results of the Facebook survey
- Motion for the staff to have a party in the library during January and the trustees will provide \$200 for food, seconded and passed unanimously

**Old Business**

- Jack asked about the dates that the library will be closed for the Holiday and the dates will be 12/23-12/26, and the library will reopen on 12/27
- Charlie asked if we need a motion to extend Fine Free Fridays to continue until we extend the pass and a motion was made to extend Fine Free Fridays until the next trustees meeting, seconded and passed unanimously.
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#### **New Business-**

- none

#### **Corporation Business:**

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- Discussion ensued regarding the Cottage Street property
- John will contact F&D about getting a contract together that the trustees can vote on it and get our details in order

Motion to enter executive session to discuss personnel seconded, passed unanimously

Motion to leave executive session, seconded and passed

- Feasibility Study Expansion Wishlist and requirements
  - Heather said that the architect was here for six hours and he has a great deal of experience with older buildings
    - Dedicated IT room for computers
    - Improved staff area
    - Up to date circulation desk
    - Community room with interactive white boards (Touchview)
    - Dedicated space for tweens and teens
    - Specific children's room
    - Study carrels
    - Cafe
    - Media center with Interactive white boards
    - Kitchen
    - Science and Nature center with a greenhouse/atrium
    - Many sinks
    - Increased lavatories
    - Storage for historical documents
    - Maximize the dungeon and the loft
    - Gallery of our paintings/museum
    - Return the reference room for adult use with nice seating
    - Skylights and glass ceiling near Cottage Street, additional entrances
    - Possible underground parking
    - Improved exterior lighting
    - Security throughout the campus interior and exterior

#### **Treasurer's Report**

Al was not present and so the meeting was put on hold until the next meeting

Motion to adjourn at seconded and passed unanimously

**Next Trustees meeting will be February 13th at 4:00**