

Joseph H Plumb Memorial Library
Meeting Minutes for March 13, 2025

Attendance: Kelley Medeiros (chair), Shauna Makuch, Kimberly Burt (secretary), Heather Alford, Mike King, Jane Taylor, Kristen Cardoso (Library Director).

Meeting called to order 6:06 pm

State Representative Mark Sylvia and his Legislative Director Betty DeBenedictis joined the meeting as guests of the Board. Following introductions, Mr Sylvia spoke about his accomplishments in his 3 months on the job thus far and how he has and intends to continue advocating for all libraries in our district. He is a co-sponsor of the Freedom of Literature bill and pending eBook legislature. He proceeded to invite any and all of his constituents to visit the House, he'd be honored to set up a tour. Mr Sylvia suggested reaching out to Power Options, a company that specializes in solar options for municipalities, school departments, and housing authorities regarding our current quest to explore solar options for the library. Mark and Betty departed prior to the meeting continuing.

Approval of Minutes:

- Minutes of Trustees Meeting from February 10, 2025 - Kelley opened discussion, no related discussion. Shauna moved to approve minutes as written. Heather seconded. All in favor (6-0-0). Motion passes.

Next meeting: April 10, 2025 6:00pm

NOTE: Upon request of the town's Personnel Board and Town Administrator, there is a request on the table for an emergency meeting of the Board of Trustees. The tentative meeting date, pending agreement by all other parties invited (Personnel Board rep, Town Administrator, Town Counsel) is set for March 20, 2025 6:00pm.

- Old Business
 - Director's Report
 - Kelley moved to open discussion. See Director's Report for full details.
 - The new book drop has been ordered. The Friends will be paying for half of the cost of the new book drop.
 - The gift fund has a +/- balance of \$5,000. Unfortunately, people are not bequeathing monetary gifts to the library as they have in the past.
 - No further discussion, discussion closed.
- New Business
 - Updated Town Personnel Bylaws
 - Kelley moved to open discussion.
 - Should we adopt the new bylaws with revisions, we will not need to amend existing contracts.
 - The Personnel Board is requesting the library employees return to the town's classification plan and be under the purview of the Personnel Board rather than the Board of Library Trustees. Kelley expressed concern regarding there not being a specific classification covering library positions on the existing classification chart, putting us right back to the same position regarding the inability to provide rate increases for Library Assistants. The Board agrees to have a meeting with a Personnel Board representative and Town Administrator providing Town Counsel joins as well. Without there being classifications specifically for Library Assistants, it is not in their best interest we return them to the Classification and Compensation plan.
 - FY26 Budget Request and Amendments
 - Kelley moved to open discussion. Kristen has submitted memos to the Finance Committee detailing our amendment requests for additional budget funding for a part-time, 15-20 hour a week employee as well as a significant increase to our electric utility line item given the

challenges the library is facing regarding current staffing and utility payments. The Board agrees these memos need to be sent and agrees on the prioritization of these two items over the previously requested Building and Grounds maintenance line item. These requests will be reviewed by FinCom at their next meeting. Pending FinCom approval, the library budget will then proceed to Town Meeting.

- EBSCO Solar Power Grant
 - Kelley moved to open discussion. We will contact Power Options and compare with EBSCO solar grant potential to see which will be a better fit or if Power Options handles the grant opportunities as part of the package. Continue to discuss findings at the next regular meeting in April.
- Sub-Committee Updates
 - Facilities - Handles and child locks have been installed. The cabinet project is complete! Andrew is out on leave following surgery.
 - Finance - no update
 - Personnel - no update
 - Policy - no update
 - Friends - book sale and Savers drive have been scheduled for the Spring.
 - Summer Programming - Shauna and Heather have booked many programs and have a few left to contact to finalize the 2025 summer programming. Tuesdays with Teachers spots have been filled with RMS teacher volunteers courtesy of Mrs Sollauer. Shauna and Heather will draft a schedule for volunteers needed to assist with the programming.
- **Correspondence**
 - No correspondence at this time.

Shauna moved to adjourn the meeting. Kim seconded. All in favor (6-0-0). Meeting closed at 8:11pm.

Submitted by Kimberly Burt, Secretary