

**BOARD OF TRUSTEES (BOT)**  
**SANDWICH PUBLIC LIBRARY (SPL)**  
**MINUTES FOR JANUARY 11, 2022**

**Present:** Chair Bob Thomson, Vice-Chair Jeanie Vander Pyl, Mark Wiklund, Ted Scribner, Katie Miller, Bill Wagner, Jayne Burke, Mike McCartney, and Library Director Joanne Lamothe

**Absent:** Christine Brown

The meeting was called to order at 7:02 p.m.

**Review and Approval of Minutes from December 14, 2021**

TedS motioned to accept the December 14<sup>th</sup> minutes – MikeM seconded and all were in favor with two abstentions.

Roll call – approval of minutes December 14, 2021.

Bob Thomson – aye	Ted Scribner - aye
Katie Miller – aye	Mike McCartney – aye
Mark Wiklund – aye	Bill Wagner - aye

Abstained –

Jeanie Vander Pyl  
Jayne Burke

**Correspondence/Statements/Announcements**

- BobT received an email from David Darling asking to be placed on the Trustees agenda to present his proposal to convert the conservation land behind the library into a town park. BobT invited him to come and speak to the Trustees during public forum at one of the Trustees' meetings. Mr. Darling declined saying he would only participate in a conversation. As the Library Board does not have any jurisdiction over the conservation land located behind the library, BobT did not want to commit the Board to debating the plan with him. On 1/11/22, David Darling did not show up for public forum.
- JoanneL received a resignation letter from Youth Services Librarian, Stu Parsons. He expressed his gratitude and thank you to Joanne and the Board of Trustees for their encouragement and support year after year and thrilled to be around for the beginning of the next chapter. March 9, 2022 will be his last day of service.



**Director's Report**

Review of Library Activities –

- To err on the side of caution and due to an increase in Covid cases, the library has postponed all in person children's programs. Some of the book groups will be held via Zoom.
- Scrabble group will skip meeting during January and February and will resume meeting in March.
- Friends meeting on 1/20/22 will meet via Zoom.
- Thank you to Sandy Murray for coordinating two very successful programs during December – the Dickens', "A Christmas Carol", reading and the Celtic tunes with a holiday flair by the Bodhran and the Bow. The Bodhran and the Bow will be returning to perform on St. Patrick's Day.
- On 1/22/22, the library will hold a virtual program of a guided tour of the Patriots Hall of Fame sponsored by the Friends.
- Building update – continued adjusts to the HVAC.
- Covid protocols – one employee tested positive last month. All Covid protocols are being followed. All staff members were tested and came back negative and all staff members have been vaccinated and boosted and wearing masks.

FY23 Library Budget (handout) –

	Approp FY22	Request FY23
Personnel subtotal	852,143	844,047
Operating subtotal	221,937	221,937
Total Department Budget	1,074,080	1,065,984
Less Weston Trust Fund Income	(17,500)	(17,500)
Less State Library Aid	(25,000)	(25,000)
Net Appropriation	1,031,580	1,023,484

There is a decrease in personnel salary due to staff retirements and new hires. The personnel subtotal does not reflect the renewal of the library's collective bargaining agreement which expires June 30<sup>th</sup>.

**Chairperson's Report**

Friends of the Library Update –

- Continue work on setting goals for 2022.

## Friends of the Sandwich Town Archives Update –

- Continue work on setting goals for 2022.
- Annual fundraiser to be held in February 2022.
- Would like tie some of their sales efforts to coincide with other library activities ie: lawn events on Saturdays. Set up would be inside downstairs near the Friends book store.
- Other future fundraising idea – publish a new book with Sandwich historic photos.

## **New Business – Other Business Not Reasonably Anticipated by the Chair**

No new business.

## **Old Business – Other Business Not Reasonably Anticipated by the Chair**

Planning for Library Art Work –

Library Arts Subcommittee Report (handout)–

- A Library Arts Subcommittee has been created to explore the need to acquire art to enhance the library environment and its acquisition process. Subcommittee members include Mark Wiklund, Christine Brown and Mike McCartney.
- The subcommittee agrees that the library is committed to supporting the arts via – displaying art inside the library building and on its grounds, providing Sandwich artists exhibit space and establishing connections with the Sandwich arts community.
- Questions raised – what artwork do we already have, what new artwork would we like to acquire, how would we obtain the new artwork ie: via donation, purchase or competitive solicitation, who would manage the work and how would we fund these acquisitions?
- Proposed phased approach – identify and map the acquisition process, execute non-competitive acquisition for a piece of artwork behind the tech bar, execute competitive acquisition for a piece of artwork on the patio and define an art role coordinating related art activities.

Task list to be completed by the February meeting –

- Joanne – create an inventory list of existing library artwork, contact Heather Harper regarding procurement procedures and inform Katie Campbell from the Sandwich Glass Museum of the Trustees interest in viewing a certain piece of artwork.
- Library Arts Subcommittee – how do we go about acquiring a piece of artwork to be placed on the wall behind the tech bar and view a potential piece of artwork at the Sandwich Glass Museum.

Macknight artwork – there are six water color Macknight paintings that will be displayed in the Macknight room.

JayneB motioned to adjourn – MarkW seconded – and all were in favor.

Roll call – adjournment.

Jeanie Vander Pyl – aye

Bob Thomson – aye

Katie Miller – aye

Ted Scribner – aye

Mark Wiklund – aye


Mike McCartney – aye

Bill Wagner – aye

Jayne Burke - aye

Meeting was adjourned at 8:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Melinda Aguiar". The signature is written in black ink and is positioned above the printed name.

Melinda Aguiar