

Ayer Library Board Open Session Meeting Minutes: November 9, 2023

Sharon Slarsky, president, presiding. Meeting called to order at 6:03pm
Trustees present: Maggie Durand, Sue Kennedy, Becky Campaner, Cyndi Lavin,
Sharon Slarsky, Andrew Wilson, Brenda Richard
Trustees absent: Rebecca Myers, Robert Gardner
Also present: Luke Kirkland – Director

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TOWN OF AYER
TOWN CLERK



Agenda Item: Call to Order

Review and approval of agenda: No changes

Motion: A motion was made by Cyndi Lavin and seconded by Andy Wilson to accept the agenda. Vote: unanimous

Approval of Meeting Minutes: No changes

Motion: A motion was made by Becky Campaner and seconded by Cyndi Lavin to approve the meeting minutes from October 12, 2023. Vote: unanimous

Agenda Item: Public Comment

None

Agenda Items: Reports

Treasurer's Report: Treasurer Brenda Richard reported that the funds balance began at \$148,321.05, gained \$209.82 in interest, with the end of month balance being \$148,530.87.

Motion: A motion was made by Becky Campaner and seconded by Maggie Durand to approve the Treasurer's report.

Director's Report: Luke Kirkland shared the highlights, pointing out the variety of programs, including brand new ones.

The boiler has been replaced earlier than expected. The Company was proactive in the repairs so that specific areas will be able to be shut down in the future rather than the whole system.

The roof patch did not fix the leak. The company has been back to repair it, and they will continue to come back until it is fixed.

Luke made a Capital request of \$25k for FY25 for sidewalk and exterior repairs.

The outreach to the High School continues. There has been good feedback, and there is an increase in the usage of the Library by High School students.

The Friends of the Ayer Library are going to make "Baby Bags" for the Town Hall to hand out to parents.

Caleb Brown had to resign his position, and Isaiah Donovan is filling in. Tirza Davis has been hired as a clerk.

2-29-24

The Friends of the Ayer Library would like to have an agenda item during the Board meeting following each of their quarterly meetings.

Motion: A motion was made by Becky Campaner and seconded by Sue Kenndey to approve the Director's report. Vote: unanimous

Agenda Item: Old Business

Election of new Board Chair: Sue Kennedy was nominated.

Motion: A motion was made by Cyndi Lavin and seconded by Becky Campaner to elect Sue Kennedy as the new Board Chair. Vote: unanimous

Policy Drafts: Luke received many suggestions from Town Counsel. They are in red on the attached drafts.

Patron Conduct Policy. Luke will add marijuana to Item #9. The policy will be voted on at the next meeting.

Reading Room Policy. Luke will check on insurance issues.

Motion: A motion was made by Cyndi Lavin and seconded by Brenda Richard to accept the Reading Room Policy. Vote: unanimous

Safe Youth Policy. A clause was added on staff responsibility, in red on the attached draft.

Motion: A motion was made by Becky Campaner and seconded by Cyndi Lavin to accept the Safe Youth Policy. Vote: unanimous

Agenda Item: New Business

Luke discussed two of the Strategic Plan items that would be very expensive. He learned that to hire an architect would cost between \$25k and \$30k for a "study." To hire a landscape architect would cost around \$15k for a plan. Once the RFP goes out, it would be around 3 months to start the work.

Luke reported that the Ayer Library will be eligible for another building grant in 2027 through the MBLC. It must be a "full renovation" to qualify for the grant, and covers nothing except for the building itself.

There was a brief discussion on creating an MOU with Ayer facilities manager Chuck Shultz.

Next Meeting: December 14

Adjournment:

Motion: A motion was made by Cyndi Lavin and seconded by Becky Campaner to adjourn meeting at 7:45 pm. Vote: unanimous