

**BRIDGEWATER PUBLIC LIBRARY  
TRUSTEE COMMITTEE BOARD MEETING  
MINUTES  
November 16, 2021**

<b>Meeting Called By</b>	<b>Connie Franciosi</b>
<b>Type of Meeting</b>	<b>Regular</b>
<b>Recording Secretary</b>	<b>Danielle Oliari</b>
<b>Attendees</b>	<b>Connie Franciosi (Chair), Janet Dye, Nancy Sarno, Robyn Golden, Jennifer Anderson, Stacey DeCotis. Danielle Oliari, Andrew Harding (via zoom) Jed Phillips, Director</b>
<b>Call to Order</b>	<b>7:08 p.m.</b>
<b>Meeting Adjournment</b>	<b>8:58 p.m.</b>

**Meeting of the Board of Public Library Trustees (the “Trustees”) of the Bridgewater Public Library (“Library”) was held via video conference held on Zoom and in person at the Bridgewater Library. The date, time and access information were posted pursuant to the relevant open meeting rules.**

The meeting was called to order at 7:08 PM. The Chair then proceeded according to the proposed agenda.

**1. AGENDA APPROVAL:**

It was moved (Sarno) and seconded (Golden) to approve the Agenda, motion passed unanimously.

**2. SECRETARY’S REPORT:**

Minutes of the October 19, 2021 Meeting of the Board were submitted for approval. It was noted that the Chair’s report should state a specific thank you to Stacey DeCotis’s daughter for her help with the Fall Book Sale. It was also noted that neither Robin Golden nor Robyn Golden were present at the October meeting. Finally, under ‘New Business,’ the information presented regarding the Flora T. Little Trust was presented by Trustee Dye. It was moved (Sarno) and seconded (DeCotis) to approve the minutes with the above modification, motion passed.

**3. CHAIR’S REPORT**

The Chair attended as representation from the Board at the first Coffee and Conversations event held at the library on Monday, November 2, 2021. The guest speaker was Town Manager Michael Dutton. The Chair noted the attendees enjoyed the informal atmosphere

and the engaging discussion. Mr. Dutton was well informed on all topics relating to town business and spoke intelligently on all topics present. The Director added that Mr. Dutton agreed to be the ‘anchor’ speaker for the series which means a commitment of attending the event every other month. The next Coffee and Conversations will feature Police Chief Christopher Delmonte on Monday, December 6, 2021.

The Chair also addressed the successful Ghostbusters event held last Saturday at the library. It was noted that the event, which included six Ghostbusters and the Ecto 1, was enjoyed by the children and adults equally. The Director estimates north of 160 people attended the event and the library had over 250 patrons inside the building that day. This is the highest recorded daily patronage since before the pandemic.

In a final note, the Chair referenced a study she read supporting the fact that reading books adds up to 2 years onto a human’s lifespan.

**4. CORRESPONDENCE:**

No correspondence was received.

**5. DIRECTOR’S REPORT**

Written report submitted and attached.

The Director discussed events scheduled for December.

The Director discussed moving the donated books from their current room into a closet space as the room was needed for additional programming.

Work on the Trustees Page of the library’s website is on hold as the site is having structural issues that must be resolved prior to any other changes being made. Work is being done to rectify the issue.

The ‘big event’ of the season for the library is the Holiday Open House on December 9, 2021 from 3-5pm. The event will feature a performance by the BRRHS orchestra as well as a food and clothing drive, and Mike Shea’s coffee will provide refreshments. Trustees are encouraged to support the event and encourage participation.

The results come back from the mold testing. There is mold and it must be remediated. The Director did a walk through earlier in the day with the Town Manager and Assistant Town Manager to discuss a full scale fix of the basement level to remediate the mold and prevent further water damage.

The Town Manager and Assistant Town Manager would like the library to host a gala fundraising event. The request was for a formal event held at the library to promote the space and raise awareness and funds. The trustees named two members, Trustee Oliari and Trustee DeCotis to what will be the newly formed Gala Committee. While the request was for a spring event, the trustees are planning for a fall event to allow for both planning time for the event and time for the town to complete at least some of the necessary work to update the library space prior to the event. A discussion was had about the importance of fundraising through the event and the hope to attain some high level donors. It was suggested that for a donation of a certain dollar amount a patron could have a plaque with a name placed in designated areas within the library. The Director said

any donation in excess of \$100,000 would earn the donor the right to request the phrase ‘in dedication to (donor’s name)’ tattooed on his arm. The challenge was well received.

Director has secured a grant for \$25,000.00 from the Flora T. Little Fund towards the museum project. Also, the entire collection of historical works and archives at BPL was declared ‘of significance to the history and culture of Bridgewater.’ This designation allows the Director to apply for grants otherwise unattainable without the status.

**6. COMMITTEE REPORTS:**

The Building and Grounds Sub-committee did not submit a report.

The Policy and Planning Sub-committee did not submit a report.

The Special Events and Outreach Sub- work has been done to cull out the books in our donations that are of the highest quality. The committee is wrapping many of these books to be handed out as gifts at the Christmas on the Common event on December 5th. Additionally, the committee is looking into other places where books can be donated such as local shelters. Additional planning was done for the Christmas on the Common event including sign up sheets for help day of, recruiting donations of tables, chairs, and a canopy for the booth area, and the planning of any signage for the booth to promote the BPL and its events/activities. An additional informal meeting to organized the logistics of the event will be held at the library on December 1, 2021 at 6pm.

**7. OLD BUSINESS:**

There was no old business

**8. NEW BUSINESS:**

The Chair discussed the need to support the reestablishment of the Friends of the Library. The Director was tasked with ascertaining what is required to both start and maintain the group so the trustees are informed and able to begin the search for a candidate to reestablish the group. The Director will report back at the next meeting with his findings.

The Trustee Page of the website was discussed. The Director tasked the trustees with developing a ‘wish list’ for the page. He will then determine the feasibility of our requests and build out the page. He did request that any changes to the content happen at most on a monthly basis. The trustees are to bring their ideas for the page to the next meeting.

Trustee DeCotis asked the Director to post a flyer in the library regarding the upcoming Transgender Day of Remembrance. The Director agreed to post the flyer once an electronic copy was provided by Trustee DeCotis.

**9. PUBLIC COMMENT**

There was no public comment.

**10. DATE OF NEXT MEETING: January 18, 2022.**

*There being no further business the meeting was, upon motion duly made (Sarno) and seconded (Anderson), adjourned at 8:58 PM.*