

**DUXBURY FREE LIBRARY  
BOARD OF TRUSTEES  
MEETING MINUTES  
April 9, 2019**

Members Present: Lamont Healy, Chair (remote), Jane Robbins, Hector Rodriguez (remote), Lester Lloyd, and Linda Abelli  
Staff Present: Denise Garvin (Director), Rose Hickey (Head of Technical Services), David Murphy (Head of Reference), Jessica Phillips (Head of Children's Services), Larissa DuBois (Young Adult Librarian) and Deborah Killory (Administrative Assistant)

The meeting was called to order at 4:06 pm in the Lanman Room at the Duxbury Free Library.

**Minutes**

The minutes of the March 9, 2019 meeting were presented, but the vote was deferred to the next meeting when all people who attended the meeting and are still on the Board will be present to vote.

**Friends Report**

Ms. Robbins gave the report as Trustee Leah Petro was not present. A pizza party was given for the Young Friends who had raised \$250. Three fundraisers are planned: Norm Laviolette in May, Caroline Kepnes in June and Dani Shapiro in August.

**Chair's Report**

Mr. Healy deferred to the Director.

**Director's Report**

Ms. Garvin referred to her written report then gave the Trustees a couple of updates. There are two programs coming up in May: a Community Conversation on May 7 entitled Understanding White, presented by Chris Haigh, a professor at Merrimack on the subjects of social justice and inclusion and Drag Queen Story Hour on May 18. There will be a press release at the beginning of May on the story hour and a script for staff to follow to answer questions about this story time with a special guest. The Trustees asked to be provided with the script as well.

The Director reported that the Reading Garden sidewalk extension project is progressing. Three parking spaces will be torn up to provide a walkway that will extend from the school, past the playground to reading garden without having to go through the parking lot. It is hoped that the project can begin when school gets out. Some of the work will be done by the DPW and remainder will be paid for with donated funds.

Ms. Garvin noted that she would be meeting with the Friends next month as they work on a long range plan and a memorandum of agreement.

Mr. Murphy will be retiring at the end of June. The Director reported that an in-house candidate has been interviewed and a recommendation has been made that Larissa DuBois be hired as the next Head of Reference. The Library is waiting for the official letter before making this news public.

A letter was sent to the mother of the disruptive patron discussed at recent meetings, concerning a three week suspension of library privileges. The letter was signed for by a guardian on April 4; the patron will be welcomed back to the Library on Friday, April 26. If he should come to the Library before that date, the police will be called to report a violation of a trespass notice without engaging the patron. After the 26<sup>th</sup>, he will be on 1 strike status.

**Annual Meeting of the Board of Trustees**

It was decided to defer the election of officers until May when all Trustees will be present for the meeting.

**Moved** by Ms. Robbins, seconded by Ms. Abelli, to put off the election of officers until next month's meeting.

**Vote:** 5 - 0 in favor

**Department Reports**

Reports of the Children's, Circulation, Reference, and Technical Services Departments were distributed. A question was asked about the circulation statistics for FY18. These will be included on the next report.

**Sunday Schedule**

The Library is opened for twenty Sundays each year, generally between Veterans Day and Easter. Ms. Garvin proposed that the Library be open on Sundays beginning November 17 and ending on March 29.

**Moved** by Ms. Robbins, seconded by Mr. Rodriguez, to put approve the Sunday schedule proposed by the Library Director.

**Vote:** 5 - 0 in favor

**Policy Review**

The Director had no suggested changes to either the Display of Art Policy or the Bumpus Gallery Agreement Policy.

**Moved** by Ms. Robbins, seconded by Mr. Lloyd, to approve the Display of Art Policy and the Bumpus Gallery Agreement Policy as they stand

**Vote:** 5 - 0 in favor

The Director noted that Mr. Murphy had compiled a list of art in the building, separate from the Bumpus Gallery art.

Following the meeting, there will be a tour of the Library physical plant for the new Trustees, led by Mr. Murphy.

**Moved** by Ms. Robbins, seconded by Mr. Lloyd, to adjourn at 4:30 pm.

**Vote:** 5 – 0 in favor

Distributed: Director's Report, Department Reports, Display of Art Policy, Bumpus Gallery Agreement Policy