

Sharon Public Library Board of Trustees  
Regular Session  
Oct. 18, 2023

**Attendance:**

Trustees in person: Carolyn Weeks, Cheryl Weinstein, Sarah Windman, Cheryl Rosenfeld, Sherrie King

Library Staff: Lee Ann Amend (Library Director)

Guests: Chuck Goodman

The meeting was called to order by Cheryl Weinstein at 7:28 p.m.

1. **Approval of Sept. 20 minutes:** Approved by consensus.

2. **Reports**

a. **Treasurer**

- Harbor One account \$2,025.60; Eastern Bank account \$546.37

b. **Budget**

- On target

c. **Friends**

- Annual meeting is tomorrow evening 6:45, author talk at 7.
- The bin at Sharon Mart is now for the Friends.
- We are trying to sell books on eBay.
- The Friends want to thank the Foundation for being at the table on Sharon Day.

d. **Foundation**

- Another book on the fundraising sign has been colored, now up to \$300k raised.
- We are working on a postcard to kick off the 1,000 for \$1,000 campaign.
- We are working on the cost of the plaques and the spaces for them.

e. **New Library/Building and Grounds**

- The hole is there, site work is being done.

f. **Correspondence**

- We had some complaints about parking on School St. during the groundbreaking.

g. **Director's Report** Attached. In addition:

- Alarm system has been replaced; the system was so old all new parts had to be ordered.
- The new part-time custodian started, he is phenomenal.

- Issue of displays that are not associated with the Library. Trustees need to make a policy on this. If we allow one we need to allow all. For example, Books in Bloom. The books are chosen by the Garden Club, the library does not participate. It should be a library program. Lee Ann has been allowing a lot of this. Some people don't want these. Some have been there a long time--the Eyeglass box. The Girl Scout Box shouldn't be done again. We don't allow signs but we make exceptions: We've done the purple flags for HUGS every year. Cheryl W. to talk with our attorney, this will be on the agenda for the next meeting.

### **3. Trustee Business/Items of Interest**

- Sharon Day: at the next table was a Canton trustee--they meet twice a month and create programming.
- We have a building maintenance person in the morning. If it snows in the afternoon, the Trustees are asked to put out ice melt. The Trustees are responsible for the building and keeping it open. Recently the library was short-staffed; we are required to have four staff in the building. A trustee was needed for two hours; a trustee can't help customers, but just be in the building. So the Trustees do a lot of things to pitch in.

### **4. Social Media Policies**

- Lee Ann distributed final versions. Any changes?
- **MOTION:** Sarah moved to accept the social media policy and the social media management policy as redlined. Carolyn second. Passed unanimously.

### **5. Director Review Process**

- Cheryl W. sent out the process for the review--the forms will be due back from all Trustees in November.

### **6. New Business--Topics the Chair would like to discuss not known 48 hours in advance:**

- Time of Trustees meetings: all agreed to change the start time to 7 p.m.

Meeting adjourned at 8:09 p.m. by consensus.

Next meeting – Nov. 29, 2023, 7 p.m.

Respectfully submitted,

Cheryl A. Rosenfeld  
Secretary, Board of Library Trustees