

## **Hinsdale Public Library Board of Trustees Meeting Minutes for March 7, 2023**

**Attending:** Bob Sauve, Terry Douglas, Dawn Frissell  
Jim Manning, Patti Janchuk, Caitlyn Kline; Director Fiona Ostermayer

A motion was made and seconded to accept the minutes of the previous meeting as written and sent. Vote all ayes

There is no financial report available at this time.

### **New Business:**

Jennifer Kimball has resigned.

The Board decided to create a closing policy which is as stated: The Library will not be closed unless The Chair or an alternate member of the Board is contacted.

There was also a discussion about a Materials Collection Development Policy. Fiona had stated that she received an e-mail from The Massachusetts Board of Library Commissioners that Hinsdale was one of several communities that did not have their policy posted. Fiona had contacted Berkshire Athenaeum and received copy of theirs which she had posted as Hinsdale's. After much discussion it was decided that no policy shall be created or posted without the consent of the Board. This particular one contradicts one of the policies we already have in place.

Jim asked for a copy of the e-mail.

### **Old Business:**

The Board went over the engineering report with Bob bringing up several points:

Do we want a full scale, "back to the original repair" or do we want to do repairs that will make the library look good and remain functional?

A motion was made and seconded to ask Brian (Eseppi) to come to the next meeting (and perhaps meet a little earlier.) A motion was made and seconded to that point. Vote all ayes

Caitlyn asked Fiona for a breakdown/spread sheet copy of the library's expenses (FY2024 budget) finalized for the town meeting and expenditures so far.

### **Director's report:**

#### **Sent by e-mail to the Board members**

The library is running smoothly. We are working on the following:

A weeding project began with adult nonfiction and will move next to adult fiction followed by the children's room.

Spine labels are being re-done for DVDs and picture books.

A catalog check is ongoing, in which we are reviewing and correcting catalog records that come up with errors.

We learned that we were in violation of a Massachusetts statute stating that all libraries must have comprehensive circulation policies posted on their websites. That has been addressed and a circulation policy is now posted on the website.

The Facebook page has been updated and we are posting regularly.

The town is looking into adding the library to its Internet service, which would save us 113/month and give us access to much better tech support.

A grant to establish a visiting service for homebound residents has been submitted.

Initial planning has begun for children's summer programs and for the > summer reading program.

In addition, circulation statistics have risen just over 110% since the library went online in October.

A motion was made and seconded to adjourn at 7:22 pm

Respectfully submitted,

Dawn Frissell

Secretary

*(At approximately 8:07pm, Bob received Fiona's letter of resignation via e-mail:*

• *Dear Bob,*

*Due to a confluence of family crises that have emerged over the last few days involving multiple elderly family members, I will be unable to continue as the Hinsdale Public Library director. I tender my resignation effective immediately.*

*Sincerely,*

*Fiona Ostermayer)*