



**SWAMPSCOTT**  
— PUBLIC LIBRARY —

**BOARD OF LIBRARY TRUSTEES**

NEAL DECHILLO, CHAIR  
ELLEN WINKLER, VICE CHAIR  
TRIPT SEMBHI, SECRETARY

**Meeting  
Minutes  
11.15.22**

The meeting was called to order at 5:30 pm in the library. Present were Trustees Ellen Winkler, Tript Sembhi, Neal DeChillo, and Director: Jonathan Nichols and Assistant Director: Susan Conner. Staff Attended for part of meeting: Caroline, Jen, Sarah, Denise and Marie.

1. Approval of minutes – All approved
2. Director's Report: - Budget on Track and working on next year's budget allocation.
  - a) Director's Activities:
    - Started work on grants – MA Historical Commission will match funds given for Baldwin room
    - Sarah & Jonathan working on a Creative Community grant for the Makers Space \$30K for next fiscal year. Due Dec 6<sup>th</sup>.
    - Eisner Graphic Grant – To expand tech graphic novel collection.
  - b) Department and Staffing News
    - 3 Budgets needed for FY23 – 10% reduction, Level funded, 2% increase
    - Reference Librarian started.
    - Russian Librarian paperwork not finished yet – another 2 wks
    - Internal move- aide 12hrs to 19hrs. Looking for a 12hrs position to be filled. Currently interviewing.
    - One staff member is out due to personal issues.
  - c) Other News & Updates
    - Staff that attended spoke of a grievance that was filed with the town over Holiday pay. It is going through the proper processes and steps as needed.
    - Non-fiction weeding started.

- Programming well received the last few months. Many more on the agenda- Mental Health discussion program, Programming for veterans.

3. Old Business:

- a) Lavallee & Bresinger sent email with scope of work – reviewing for next meeting
- b) Website design – Friends voted to fund ½ of the cost \$25K. Submitted IFB to town and should have response by 11.23. Should be ready for Summer 23’
- c) Capital Improvement update – Jonathan had meeting with Max. Makers Space was approved and \$900K for FY24’ all for front of library repairs. Max will be attending next meeting.
- d) Lilacs planting and waiting for the plaque.

4. New Business:

- a) Vote for changes in language for the Reconsideration Policy. Approved unanimously.
- b) Holiday party: Friends covering for staff party and volunteer lunch.

5. Misc:

- Staff Holiday Gift list – Booked selected by staff
- Tax penalty from last year still not resolved- Tom Millet looking into
- Interest of \$28.93 owed and being paid.

Meeting Adjourned at 7:12pm

Next Meeting: 11.29.22 at 5:30pm

12.13.22 at 5:30pm