

***Dunstable Free Public Library Trustees  
January 24 2024  
Minutes***

**1. Call to Order. Library Trustees Meeting January 24 2024  
7:05pm**

Present: Maureen Strauss, John Callahan, Robyn De Angelis, Jayne Barnes. Also present Joan Simmons resident.

John C asks Joan S if she had anything to bring before the Trustees before the Board proceeded with the agenda. Joan S made note of the Pride Flag which is draped in the foyer of the Library. Joan S suggested that the Pride Flag has been on display since June of last year. June is celebrated as Pride month. Joan asked the Board to remove the flag after Pride month. She suggested other flags should be displayed although no specific suggestions came to mind. She suggested the flag be placed somewhere inside the library in a display devoted to LGBTQ materials. Discussion followed about the flag, its location on a quilt rack, why it was placed there. Maureen S thanked Joan S for her request and said that she would look into the topic of displays in libraries and get back to the Trustees. Maureen S stressed that the town is currently working on a policy regarding displays on flag poles at town buildings and that might help clarify the issues to be raised at a future meeting.

**2. Approval of Board Meeting Minutes from December 7, 2023  
Minutes read and approved with minor changes.**

**3. Building Maintenance. Conversation about problems with**

outside illumination of the parking lot, front door area, book drop, and flag poles followed. Maureen S informed Trustees that the Fire Alarm battery has been replaced. Cool-Rite (HVAC) has ordered new part to upgrade service. Council on Aging has paid to clean the carpet in Community Room which the Trustees greatly appreciate their generosity.

4. Library and Website Updates. Maureen S shared update on how Library will be publicizing hours and events. Closings will continue to follow the school closings for snow days and other closures will be on the Library's Facebook account and the Town's website. Maureen S has more control of the Library's information on the Town website which should improve current information publicity. Maureen S and staff reported updates in the Young Adults area with help from DG graphics. Later, Maureen S confirmed that one could leave a message on the Library's main number 978 649 7830.

5. Activities The library continues to purge books not circulated after five years. Maureen S uses the non-profit More Than Words to remove the purged items. More Than Words hires younger workers and helps in job training efforts so it is a win win. Maureen wanted to thank Erin P for finding this outlet. Joan S asked Maureen about the library accepting donations through this organization. Maureen S will explore that option with More than Words.

For patrons visiting the Library, a new Coffee and Tea area has been set up in Margaret Abeyta's Reading Room. Keurig machine and tea pot has been placed in the room to create a comfortable space to linger. Small plaque about the room's

dedication to Margaret Abeyta is affixed to the outside wall. Patrons could be encouraged to give some feedback about the idea. This is offered at other libraries with success. This can serve the Library as a locale for national holiday themes and for more 'silly' holidays like Valentines and Chocolate Days. Jayne B suggested asking the public for ideas. John C mentioned the Holiday Book Sale spearheaded by Erin P as a wonderful way to show off books for sale.

A quick review of online access followed. A new MVLC app is coming soon to replace the now defunct version. John C mentioned success using Libby, an online magazine service available to patrons, and Jayne B inquired to the possibility of the Library acquiring access to Kanopy, a movie service some libraries offer.

**5. Storms** The Library will maintain the simple rule of schools closed then library closed. The Director can make other decisions to close as she deems wise. Jayne B asked about doing remote update to warn of closings. Maureen S will look into that access and asked that the Trustees to review the online information.

**6. Staff** We continues to enjoy the best staff around. Karen D was nominated twice for the Making a Difference Award recently. Can be seen on Town Website. Karen D is doing a program on wellness. She thanked everyone for the support of Mary Beth's retirement event in January. Maureen S reported that she is signed up for the MBLC training for Librarians scheduled this spring. Most of the staff are signed up for a upcoming tutorial on cyber security. John reported he

attended the January 17th Open Meeting Law Review.

7. Questions/Discussion Jayne B thanks Maureen S for her efforts starting out. Joan S asked about a general question about the trustees tenure.

8. Review of Actions from Meeting; Maureen S will look at exhibits for pride flag, policies and practices of displays in general, and related. Maureen S will also explore schedule of timing of lights in parking lot. She will also check on status of warming pads under concrete path to front door. It may be broken or turned off. Maureen will also ask More than Words about donations from the public to their organization.

Joan S broached the topic of the removal of two benches from the library grounds last year. She expressed the sentiment that she was surprised that the benches, a result of a Eagle Scout project by town resident John Cushion, from an unknown date, had been removed and not repaired. Joan's regret was noted but the benches are gone. No plans to replace the benches are active.

Discussion of next meeting - Wednesday February 28 7pm.

9. Adjourn. Motion seconded to adjourn at 9:06pm

John Callahan Recorder