

Thomas P. Koch
Mayor



Sara Slymon
Director of Libraries

THOMAS CRANE PUBLIC LIBRARY

40 Washington Street, Quincy, MA 02169

Thomas Crane Public Library Trustees Meeting Minutes, December 12, 2022

Call to order: 9:17 AM, North Quincy Branch Library

Present: Diane Costagliola, Arthur Foley, May May'Yasi, Corinne Mitchell, Peter Tam, Director Slymon, Assistant Director Kristy Lockhart

Approval of October minutes

Motion to approve- Arthur Foley; seconded May May'Yasi, approved unanimously

Treasurer's Report

Director Slymon gave an update on the Vergobbi Trust Distribution

Director's Report: Director Slymon

The comprehensive report covered both November and December as there was no meeting last month due to a lack of quorum.

- *Assistant Director Kristy Lockhart welcomed back

- *New librarian Alex Kelly was hired for the Children's room

- *Covid, flu and other illnesses have adversely affected the staffing of the library and this continues to be an issue

- *Union negotiations are proceeding and hopefully will be settled in the short term

- *Adams Shore Project including carpet, lighting and furniture is a work in progress

- *Staff break room project is on-going

- *The new website is working well

- *Arabic story time has been very successful

-January 27, 2023 will be a celebration of the Wollaston Branch's 100th birthday

Foundation Liaison Report

Diane Costagliola reported that the Foundation voted to provide funds for furniture for the Adams Shore Branch and the Staff Room in the Main Library

Old Business

- *Director Slymon's presented a proposal to amend sec 31 of the TCPL borrowing policy re delinquent materials. Motion to approve- Corinne Mitchell, Seconded- May May'Yasi, approved unanimously

- *Motion Diane Costagliola, seconded Arthur Foley and approved unanimously to release Cafe Cup ownership from their lease.

- * Dates set for Trustee Meetings: January 23, 2023, 9:15 at main branch and March 24,

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2023, 9:15 at the main branch

New Business

*Strategic plan discussed

*Risk reports from Director Slymon distributed. Findings were used to determine coverage for additional security personnel

* Staff sent appreciation for Christmas Eve and New Years early closings

*Scheduling software is being explored and updated to facilitate staffing across the board

*Dorothy Cronin was holding story time, so had a colorful and informative print out of the highlights at the North Quincy Branch, including, but not limited to:

The Dinegan room is completed

The mini-conference room is available and reservable

Neat board has arrived

Landscaping has been done on Hancock St side

Attendance, circulation and programming are all doing well

Meeting adjourned at 10:17 AM