

Thomas Crane Public Library
Board of Trustees Meeting Minutes

April 9, 2025
Main Branch

Trustees Present

Chair Ms. Corinne Mitchell, Vice-Chair Ms. May Mayyasi, Treasurer Mr. Arthur Foley, Secretary Mr. Peter Tam, Ms. Liberty Schaaf, Mr. Roy Caley.

Trustees Absent

None.

Staff Present

Executive Director Ms. Sara Slymon, Deputy Director Ms. Kristy Lockhart, Technology Director Ms. Taylor Devlin.

Staff Absent

None.

Call to Order

Ms. Mitchell presided and convened the meeting at 4:30 PM.

Approval of March 2025 Minutes

Ms. Mayyasi made a motion to approve March 2025 Meeting Minutes, Mr. Caley seconded, and all approved.

Executive Director's Report

Ms. Slymon shared in her report that construction continues in the Reference Offices in the Main Branch. Wollaston has been painted and will have new carpet and furniture later in the month.

Wollaston was broken into, but nothing was stolen and only window damage.

Because of federal cuts the library will also Libby and Hoopla accounts which accounts for 20% of annual circulation.

There have been more than 50 applications for the part time library assistant position in Wollaston.

Treasurer's Report

Mr. Foley shared the March financial report with the trustees. Finance Committee completed a financial analysis and suggested to move remaining money checking account to a higher yield account, leaving a smaller amount (Ex. \$25,000) to reimburse expenses. Finance committee meeting will meet to discuss this and how it effects the Trustees budget.

Friends of the Library Report

None.

Old Business

Ms. Mitchell shared that officer elections will be pushed to a later Trustee's Meeting since trustees have not received their appointment letters from the Mayor's Office yet.

Mr. Caley made a motion to approve the Interlibrary Loan Policy. Ms. Schaaf seconded, and all trustees approved.

Ms. Mayyasi made a motion to remove the Mobile Device In-Library Use Policy, Ms. Schaaf seconded, and all trustees approved.

Trustees reviewed the By-laws again and decided to have a redlined copy along with a final draft for review at the next meeting.

New Business

Ms. Slymon presented on a book Leadership & Management – The 6 Types of Working Genius and a test that administrative used.

Ms. Lockhart announced that she will be leaving her role as Deputy Director. Her last day will be Thursday, July 17.

Open Forum Period

None.

Adjournment

Ms. Mitchell adjourned the meeting at 5:05 PM. The next Trustees Meeting is on Wednesday, May 7, 2025 at 5:00pm at the Main Library.