

MEETING LIBRARY BOARD OF TRUSTEES MINUTES
Tuesday, August 18, 2026, 7:30 PM
Virtual Meeting

Sherborn Library Trustees Participating

- Brian Connolly (Chair)
- Chris Kenney
- Sue Lepard
- Mary McKenna
- Susanne Girgenti
- Frank Orlando
- Courtney Williams

Other Participating

- Liz Anderson (Library Director)
- Jen Carlson (Library Assistant Director)
- Margo Powicki (Sherborn Historical Society)

Motion to approve Sherborn Library Trustees' July Minutes

Unanimous vote to approve.

Trustee Chair's report (Brian)

- Discussion of Select Board goals for 2026-27
 - Financial, Communications, Land Use/Regulation, Infrastructure, Personnel, Resilience and Other
 - Financial goals anticipated to have an impact on the board - specifically with regard to 2027-28 budget and 5-year projections
- Brian will be away for September 15th meeting - will need alternate to run the meeting

Friends of the Sherborn Library (Liz on behalf of Sandra)

- New art exhibit in place
- Summer Concerts - complete and went well, one cancellation due to weather
- Gearing up for September start - still a couple of open positions but Sandra has a plan

LBC/House (Chris Kenney)

- Mural update - commitment from artist to complete prior to travel
 - Left half complete - working over the weekend to complete right side
 - Adding some small birds in place of other murals - only a few more hours to complete
- Acoustics
 - Liz speaking to consultants for solutions / proposals - a few proposals being considered to put sound-absorbing panels up on the walls and potentially the ceilings to help dampen the noise in the Treehouse
- Signage

- Proposal received from History Center's architect
 - Vote tabled until next meeting
 - Goal is to improve wayfinding so staff doesn't have to direct so many users to various rooms, etc.
- Liz researching grant opportunities to offset costs
- Spoke to Elizabeth - former library director - about history of existing exterior signage
 - Liz unable to find anything restricting signage but Saltonstalls wanted anything to be understated
 - Consistency with other signage around town hall campus
- Landscaping
 - Liz has been walking the area with landscapers
 - Consideration of adding a pad to the Sally Willis bench to make it fit more with other landscaping
 - She was a Saltonstall so her bench should reflect this prominence

Finance Subcommittee (Frank, Courtney)

- Financial update
 - No activity in Main Account or Sub Account
- FY 27 donation to town - \$97,367
 - \$91.9k from Dowse / Saltonstall funds
 - \$5k from book grant funds (does not go directly to town, offsets material expenditure)
- Draft of report on Saltonstall fund to be prepared end of August
- Liz:
 - ARIS reporting completed
 - State financial reporting is in process - due in the beginning of October
 - Helps to determine state aid allocation (the more non-resident usage, the more aid)
- Brian:
 - Foundations and endowments comps
 - Sherborn Library town appropriated funds for operations slightly above average for network

Personnel (Mary, Sue)

- Request to complete and submit the Library Director evaluation to Sue by end of this week
- Process to stay the same - all Trustees to participate in preparing evaluation but smaller group (Brian, Sue and Mary) to meet with Liz

Policy & Planning (Mary, Sue, Susanne)

- Policy issues - Liz reached out to the town which will determine if there is a townwide policy
 - Lemonade stand in front of the library
 - Request from someone to sell things in front of the library while the building is closed
- Vacation policy

- Brian spoke to Mary Moore who will do some research to see if it's possible to have a town department with a different vacation plan

History Center (Brian, Chris)

- Move-in has started to the Library's unfinished storage area in basement
- There has been some breakage and items will need to be fixed
- Project is moving along - revised timeline being determined

Director, Assistant Director Report (Liz Anderson and Jen Carlson)

- Strategic Plan - Due October 2027
 - Met with consultant from MA Library System (MLS) who provided great direction and guidance on steps to complete the plan
- Annual Action Plan - draft FY 2027 - due December 2026
 - Draft circulated - will be updated to prioritize items in a "must/should/would be nice" or color-coded system
 - Can be a working document
- FY 2026 Year in Review
 - Record high in children's materials checked out with 58,600 which is more than 2x pre-renovation
 - Sherborn print circulation has increased although most libraries in network are down
 - Includes items from other towns as well as Library of Things
 - 80% of checkouts are resident
 - Sherborn had highest circulation increase in Minuteman network
 - Decline in website hits
 - Programming has decreased - conscious decision - average # of attendees has remained the same
 - Meeting room bookings has decreased
 - Consider revenue opportunities for room bookings as looking at FY 2028 budget
 - There is demand for non-Sherborn group usage - this is not currently allowed
 - People traffic - counters didn't work perfectly but helpful in considering and anticipating spikes in usage
 - Uptick in volunteer hours
 - Quincy's teen volunteer program has really taken off and gone very well
- Event Updates
 - Participated in Minuteman Library Crawl - week-long event, close to 30 libraries participated
 - Last outdoor movie this week - numbers a little lower than in the past, consider how to draw more attendees in the future
 - Kindergarten kick-off on August 26th - 76 incoming students, largest to-date
 - Summer Reading wrap-up on August 31 with Awesome Robb (magician) and ice cream truck
 - K-Pop Demon Hunters event very popular - 80+ attendees
 - Fire Chief did reading event - 67 people attended
- Quincy met with DSMS and DSHS librarians to plan and develop working relationship

- Liz & Jen meeting with COA to discuss events to be co-sponsored
- Working with History Center on co-sponsored events
- DS Schools using space for professional development
- Still accepting student library aides - 1 space available
- E-Waste pick-up again in September

Motion to adjourn the meeting

- Next meeting is September 15th - HYBRID
- Sue, Frank seconded. Unanimous vote to adjourn.

Adjourned 8:53 PM