

MEETING LIBRARY BOARD OF TRUSTEES MINUTES
Tuesday, June 16, 2026, 7:30 PM
Virtual Meeting

Sherborn Library Trustees Participating

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

Other Participating

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

Motion to approve Sherborn Library Trustees' May Minutes

Unanimous vote to approve.

Trustee Chair's report (Brian)

- Massachusetts House passed the Freedom to Read legislation. The policies the Trustees put in place last year will need to be reviewed once the law is finalized but they seem to comply. The law uses the American Library Association guidance, and it gives power to the local community to make decisions.

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

- The Friends hosted a very successful bird-themed art show with the Mass Audubon that drew 130 attendees.
- The Friends are hosting a second book sale which will coincide with the summer reading kickoff and will be focused on children's books and popular adult books.
- Seven members of the Friends are rolling off this year of which 3 have been replaced. No concerns about filling vacancies.

LBC/House (Chris Kenney)

- Progress on the completion of the mural and an agreement has been executed to extend completion to mid-July.

- Tree House acoustic issue solutions ongoing including Liz conferring with other libraries about how they've solved similar problems and exploring solutions in the ceiling.
- Wayfinding signage improvements in progress in collaboration with the Historical Society.
- Liz working with sign-maker for new signage within the stacks.

Finance Subcommittee (Frank, Tom, Courtney)

- Frank successful in negotiating with UBS to reduce the monthly management fee from 70 bps to 50 bps (40 bps @ \$5M).
- Positive returns on endowment funds.
- Update on FY 26 Library's operating budget, will be under budget for FY 26, primarily due to payroll differences.

Personnel (Mary, Sue, Suzanne)

- Director performance evaluation process upcoming - forms distributed in August with evaluation done in the September board executive session.
- Liz has been asked for top 3 priorities for town's Personnel Administration Plan Revisions - focus is on retention of good employees.
- Discuss potential volunteer event to include library staff, Friends and Trustees.
- Staff appreciation events were discussed
 - Luncheon for staff starting MLIS programs
 - Luncheon for staff at Summer Reading wrap-up

Motion to use funds from the Richardson Fund of up to \$400 each to support the staff appreciation event

- Frank, Brian seconded. Unanimous vote to approve

History Center (Brian, Seth, Chris)

- Lease agreement between the town as owner of the library and the Historical Society has been presented for approval
 - 25-year term but includes annual review
 - \$25 annual rent payment

Motion that the trustees approve the execution of the lease between the town and the Historical Society pending Brian's confirmation that lease includes clause covering the handling of hazardous material, and if it doesn't, ask for it to be included

- Brian, Frank seconded. Unanimous vote to approve

Director, Assistant Director Report & Intro Kate Potter (Liz Anderson, Jen Carlson, Kate Potter)

- Building custodian has been hired and has started - going well
- Memorial bench for Perry family placed and Boggestow garden club bench relocated
- Discussion of placement of Elm tree plaque
 - Liz to discuss with Edgar of Big Tree
- Progress on the annual action plan with 63 items completed and 10 ongoing

- Interviewing for 2026-27 library student aides - 2 spots to fill, 6 interviews conducted
- Summer Reading sign-ups have started and are going well
- Introduction of new staff member Kate Potter, who brings extensive community connections and school committee experience to the library team

Motion to adjourn the meeting

- Seth, Sue seconded. Unanimous vote to adjourn.

Adjourned 8:58 PM