



**BOARD OF LIBRARY TRUSTEES**  
NEAL DECHILLO, CHAIR; ELLEN WINKLER, VICE-CHAIR; TRIPT SEMBHI,  
SECRETARY

Meeting Minutes  
2-15-23

Present: Neal DeChillo; Ellen Winkler (Zoom); Director, Jonathan Nichols; Sarah Giardina (library staff)

1. Call to Order at 5:40 pm.

2. Minutes from 1/31/23 Board of Trustees Meeting were approved

3. Director's Report

- There will be a half-day staff training on 3/6/23. Topics: Policy and Procedures, Dementia Training by Senior Center, De-escalation techniques by police, Strategic Planning (SWAT analysis).
- No update from the Town on the budget.
- At recent Town Director's Meeting it was mentioned that there may be a budget freeze.

4. Old Business

- Library Improvements – Ellen will re-draft Ray Guerton's proposal based on their communication, and share with Ray. We'll discuss at our next meeting. Hopefully Max can join us to clarify town role. We will also share with Lavallo to give them a chance to bid.
- Website Redesign – Wireframes will be delivered next week and Jonathan will get feedback from committee.
- Book Boxes – moving ahead for Adult and Children. Teen will probably be in March. Rokus after that.
- Grant update:
  - Sarah has completed Graphic Novel Grant Application (\$1K). Hope to hear in March/April
  - Draft of Maker's Space Grant Application due next week. Final submission in April and we won't hear back until October.
- Strategic Planning – Link to survey was included in Town Census mailing. So far 108 responses. Reminders will be in town newsletter and website.
- Lilacs – Susan is working on having the plaque completed and it will include logos from both Library and Rotary.

5. New Business

- We don't currently have a policy for donations to special collection or deed of gifts. Jonathan has sent examples to trustees which we need to review and develop for Swampscott.

- We also need to consider a Meeting Room Policy. Rec Department wishes to use in summer, they charge a fee and our current policy does not allow fees.
- Library is partnering with Reach Arts on a Teen Poetry Program

#### 6. Miscellany

- Neil Rossman brought to our attention that the lights on paintings behind the front desk, which were donated by his family, don't seem to be working. He will cover the cost of repair if needed. He also asked if we would be interested in the donation of a large, framed montage of boat building in Swampscott from the 1900's.

#### 7. Adjournment – meeting adjourned at 6:25 pm.

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