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*By City Clerks Office at 7:51 am, Sep 12, 2025*

Date: March 20, 2024  
To: Library Board of Trustees  
From: Linda C.W. Gardener, Library Director  
Subject: March 19, 2024 Trustee Meeting

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On March 19, 2024 a regular meeting of the Trustees was scheduled. Present were Trustees Carol Hoffman, Paul Fahey, Peter Bowman and Nancy Kukura. Mark Robinson was not present. Assuming Cathryn Mercier to be en route, the meeting was called to order by Carol Hoffman at 7:43pm. Upon learning that Cathryn had been unexpectedly detained, and was unable to attend the meeting, the Trustee Bylaws discussion and the Naming Policy discussion were tabled until the next meeting.

I reported that I had met with the Mayor's and Auditor's offices to discuss the FY2025 budget, including discussion regarding future staffing needs. Trust fund spending to date is \$52,472.73.

The library custodian is available somewhat erratically, due to filling in at the schools when needed.

Diane conveyed for the staff how touched everyone was by the Trustees' expression of appreciation on Valentine's Day. The breakfast and treats were enjoyed by staff throughout the day, who were grateful for feeling valued and acknowledged for their work. She also reported that the Melrose Seed Library is open, much to the delight of many Melrose gardeners. There were a variety of adult programs coming up, including a very special virtual program with Fred Schoenfeld, a Holocaust survivor. This program was initiated in support of the Polymnia Choral Society and

their performance of the Anne Frank choral arrangement, Annelies by James Whitbourn.

We have struggled to fill the vacant Teen Services Librarian position, and re-opened the posting after the initial round. Meanwhile, we will be sending several staff members to the Massachusetts Library Association conference in early May. I will be attending the Public Library Association's Annual Conference at the beginning of April.

The Friends have bookmarks available to patrons at the library, with pictures of the building project and a QR code leading to their donation site. The picture is updated periodically. Progress continues at the work site, as well as behind the scenes with furniture and equipment selection. We continue to hope that we will be moving back in early Fall.

The Trustees discussed the need to have the annual election of officers. This will be discussed at the next meeting.

The meeting disbanded at 8:23pm. The next Trustees meeting is scheduled for Tuesday, May 14.