

Tuesday, April 9, 2024

5:00 PM Topsfield Town Library - Activity Room

Meeting - Called to order at 5:05 PM by Maureen McCarthy

Members Present - Maureen McCarthy, Kathryn Hartmann, Nancy Lehman, Caroline Playter, Carolyn Jensen, Director Dan Tremblay.

Members Absent – Gail Bryson

Reading and Approval of Meeting Minutes

- **Approve March 12, 2024 Meeting Minutes** - Motion to approve by K. Hartmann and seconded with unanimous approval

Reports of Officers, Boards, and Committees

- **Friends of the Library update** - N. Lehman - Friends have 199 current members. They donated \$200 to the Art Committee for their sculpture reception. The book sale preparation continues, current price of a bag of books for \$20 remains except for dealers. Friends are trying to get their events published in Stroll magazine. Next meeting is tomorrow at 10 am.
- **Art Committee update** - C. Playter - The three collages donated by John Gentile have been framed. The sculpture reception was well attended by over forty people. The next reception for the current artist exhibiting in the Activity Room is this Thursday at 4:30 p.m. In early 2025, Meredith Shaw from the Tri-Town Council will seek to book the Activity Room wall space for a student photography exhibit.
- **Music Committee update** - M. McCarthy - The Magic Show was a big hit with over eighty people attending. The Fleetwood Mac tribute band, Little Lies, is scheduled for an outdoor show on August 25. Dueling Piano show is scheduled at the Town Hall on October 27. Toe Jam Puppet Band will be performing at the Summer Reading kickoff on June 13, and Rolie Polie Guacamole will perform in August, approximate to the last day of the Summer Reading Program.

Budget/Finance - D. Tremblay - Budget is on target. See attached.

Director's Report - D. Tremblay - See attached.

Unfinished Business

- **Facilities update** - D. Tremblay - The water in the basement has mostly receded. The access panel in the entryway is installed and other improvements can proceed.
- **Fiscal Year 25 Budget** - D. Tremblay - Warrant articles remain the same and expecting positive results.

New Business

- **Landscaping** – C. Playter and D. Tremblay met with Cole Landscaping regarding modifying last year’s proposal. This decreased the price to current levels as per the landscape proposal provided to the board. The board reviewed the proposal for the front and back of the library grounds. C. Playter moved that the board approve expending funds for this “phase one” proposal as outlined, the motion was seconded and unanimously approved.
- **Music Committee Guidelines** - The board discussed the current music committee guidelines and agreed to review them at the next board meeting.
- **Director’s Evaluation** - D. Tremblay completed his self-evaluation which was forwarded to all Trustees for review. All Trustees completed evaluations and forward them to Trustee Chair. Chair McCarthy compiles these into the final evaluation and met with D.Tremblay earlier today. All areas evaluated met or exceeded expectation and it was considered to be a very good evaluation. Chair and Director then discussed the evaluation, goals and objectives met, and new goals for the coming year. All Trustees present discussed with the Director the goals and objectives as well as challenges overcome during the past year.

Schedule Next Board Meeting - May 14, 2024 at 5:00 PM in the Activity Room.

Meeting Adjourned - Motion by C. Playter to adjourn the meeting at 6:05 pm and seconded with unanimous approval.

Respectfully submitted,

Nancy Lehman, Trustee

Attachments:

Agenda, Tuesday, April 9, 2024

Meeting Minutes March 12, 2024

Director’s Report April 2024

Gould A and B Fund Reports FY 2024

Topsfield Town Library Monthly Book Acquisition Financial Report

Topsfield Town Library Monthly Financial Report

Music Committee Guidelines