

Tuesday, April 15, 2025

5:00PM Topsfield Town Library – Topsfield Room

Meeting – Called to order at 5:00 PM by Maureen McCarthy

Members Present – Gail Bryson, Nancy Lehman, Cary Playter, Carolyn Jensen, Maureen McCarthy, Director Dan Tremblay

Members Absent – Roberta Whiting.

Reading and Approval of Meeting Minutes

- **Approve March 11, 2024 meeting minutes** –motion by C. Playter to accept with changes with unanimous approval. G. Bryson abstained secondary to absence at last meeting.

Reports of officers, boards and committees

- **Friends of the Library update** – N. Lehman – Books for Strawberry Festival Book sale will be accepted in the Activity Room starting on June 4, 2025. Friends members will be allowed to view and buy on Wednesday, June 11th from 4-7 PM. Masconomet Boys Soccer Team will help to set up. There are currently 182 Friends members. Museum memberships have been renewed for Children’s Piazza, Trustees of the Reservation and the NE Aquarium. The Friends are funding a water filler/bubbler for second floor. They have adopted the statement from the Hopkinton Library –“Executive Order 14238 and How It May Impact Your Library” regarding IMLS (Institute of Museum and Library Services) which speaks to reduction of library services. Next meeting is May 14, 2025.
- **Art Committee update** – C. Jensen – Owl sculpture on loan has been installed. Judith Klein will remain as liaison for annual sculpture replacement. Outside sculpture artists David Skora and Martina Muller have done recorded video interviews and the remaining artist will be zoomed. Suggestion made to request presentation by art committee member Pat O’Connor’s son on how mapping of local places has changed. Seashell craft project by Mandy Roberge scheduled on June 25th. Exhibitors for Activity Room are booked through June 2026. Next meeting April 30th. N. Lehman and C. Playter will serve as co-chairs for the Art Committee.
- **Music Committee update** – M. McCarthy/G. Bryson – Billy Joel Tribute Artist Ben Eramo will perform on the Common August 24th and October 26th the Hazel Project (bluegrass band) will perform at Town Hall. Next meeting will be in September. G. Bryson will be remaining on committee as member.

Budget/Finances – D. Tremblay – see attached. All on target for FY25.

Director’s Report – D. Tremblay - see attached.

Unfinished Business

- **Facilities Update** – D. Tremblay – Generator has been worked on for voltage regulation issue. Gas meter was malfunctioning and has been replaced by National Grid. Quote out for leaking elbow on pipe of HVAC system.
- **Director Evaluation – M. McCarthy** – Evaluation has been done and reviewed by all Trustees board members. All standards have been met and/or exceeded. The board concludes that this is considered to be a very good evaluation. M. McCarthy and D. Tremblay will be meeting with Town Administrator Kevin Harutunian for final review.

New Business

- **Executive Orders and Federal Funding for Libraries** – D. Tremblay – There is no immediate effect for our library due to the federal cuts but there will be ramifications at the state level if the cuts hold. These cuts will eventually have an effect on all libraries. Federal monies that had been approved for other locales have reported issues with distribution due to the cuts to administrative staff.
- **Trustees Board Update** – M. McCarthy – G. Bryson is not seeking reelection and C. Jensen is moving out of state. N. Lehman has chosen to seek reelection which will leave a 3 year appointment for G. Bryson's seat and a two year appointment for C. Jensen's seat. There are two other candidates on the ballot.
- **Staffing update** – D. Tremblay - Roz Broch (Assistant Director/Head of Reference) will be leaving in late summer.

Schedule Next Board Meeting – May 13, 2025 at 5 PM in Topsfield Room

Meeting Adjourned – Motion to adjourn meeting by N. Lehman at 6:08PM and seconded with unanimous approval.

Respectfully submitted,

Gail Bryson, Secretary

Attachments:

Meeting agenda, April 15, 2025

Minutes March 11, 2025

Director's Report April 2025

Monthly Financial Report FY2025 thru March 2025

Gould A and B Fund Profiles FY2025 thru March 2025