



Co-Chair
Dedham Public Library
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Ryan Brennan, Acting Director

Margaret Connolly,

Mary Ann Sliwa, Co-Chair
Tracy Driscoll
Sarah Santos
Monika Wilkinson

DPL TRUSTEES MEETING MINUTES	
SEPTEMBER 19, 2019, MAIN LIBRARY, 6:30 PM	
MEETING CALLED BY	Board of Library Trustees, Dedham
TYPE OF MEETING	Monthly Meeting
CO-CHAIRMAN	Margaret Connolly and Mary Ann Sliwa
SECRETARY	Sarah Santos
ATTENDEES	Sarah Santos, Mary Ann Sliwa, Monika Wilkinson, Tracy Driscoll, and Ryan Brennan
PUBLIC ATTENDEES	Rosemarie Shrewsbury, Ellen Dockham, Lisa Desmond, Cecilia Emery Butler, Jeanette Evans and Ray Bennett

The meeting of the Dedham Library Board of Trustees was called to order at 6:30pm by Co-Chair, Ms. Sliwa. Ms. Sliwa welcomed the new Director of Dedham Public Library, Mr. Ryan Brennan.

Public Input:

Ms. Butler mentioned she couldn't find the agenda posting for today's meeting.

Ms. Desmond thanked Ms. Shrewsbury for her hard work in the last few months during the transition. She looks forward to the new chapter with Mr. Ryan Brennan.

Ray Bennett with Census Bureau:

Mr. Bennett from the Census Bureau New York Regional Census Center is a Partnership Specialist. Mr. Bennett is seeking public places to partner and pair with to be a trusted voice in the community to help motivate people to respond to the 2020 Census.

Discussion and Vote: Minutes of July 29, 2019 and August 15, 2019

No Discussion. Voting postponed until next meeting.

Discussion and Vote: Financial Report August 2019

Ms. Wilkinson made a motion to accept the August 2019 Financial Report. Ms. Driscoll seconded the motion. All voted in favor to accept the financial report.

Discussion Unattended Child Policy:

Mr. Brennan previously emailed other library policies. Mr. Brennan added the policy of procedures is in place with staff.

Mr. Driscoll asked when posting Code of Conduct would it include the Unattended Child Policy.

Ms. Wilkinson pointed out needing to figure out issues and how to address them. Examples included early release and snow closing of school days, unattended children at closing time, and age of unattended children.

Ms. Santos recommended forming a working group with Mr. Brennan to determine issues and form a policy draft.

Discussion and Vote Professional Development:

Mr. Brennan proposed a delayed opening on Monday, December 2, 2019 and Monday, March 2, 2020. Also, full day closure on Monday, June 1, 2020 for staff professional development.

Focus will be on customer service, conflict resolution and staff career goals.

Ms. Santos made a motion for those 3 dates of delayed openings and full day closure in the next year for staff professional development. Ms. Wilkinson seconded. All voted in favor.

Discussion and Vote Circulation Desk:

Mr. Brennan has a meeting with Ms. Denise Maroney and Mr. Mike McGann on October 2 about electrical questions and fire safety in the room where the piano is now located, as it is the site proposed for the new circulation desk. Fire safety will also be addressed by a visit by Mr. Ken Cimeno.

Mr. Brennan previously discussed options about the circulation desk with Ms. Amber Moroney and Mr. Ellen Dockham. Features requested included: natural oak desk for two staff members, no book drop, and the ability to be moved.

Ms. Santos asked if installation and delivery is included, if there are enough computers, scanners and printers to use on the desk, and the cost of moving the piano.

Ms. Wilkinson made a motion to fund the new circulation desk up to \$20,000 at the Director's discretion with funding allocations of \$5500 from Dedham Savings Grant, \$5880 from State Aid, \$1500 from CB Wade Trust. Ms. Driscoll seconded. All voted in favor.

Director's Report:

Mr. Brennan attended the Minuteman membership Committee meeting yesterday. Discussion included overdrive circulation; libraries will only be able to purchase one digital copy of Macmillian books starting November 1, 2019.

Mr. Brennan attended the State Aid Report Training in Lakeville.

One on One meetings with staff will start next week.

Old/New Business:

Ms. Wilkinson updated the Trustees about being The Human Rights Commission liaison. They have been discussing programs to happen in March with topic relevance, books for all ages, and documentaries.

Ms. Sliwa thanked facilities for the parking lot re-pavement at the Main Library.

Ms. Wilkinson thanked the staff, Mr. Chuck Flaherty, and search committee members for the work on the Director search.

Next Meetings:

Thursday, October 10 at 6:30pm

A motion to adjourn the Open Meeting was made by Ms. Driscoll at 8:26pm and seconded by Ms. Wilkinson. All voted in favor.

Respectfully submitted,

Sarah Santos