

Berkley Public Library Trustees Meeting Minutes

December 8th, 2025

ATTENDING: Paula Dugan, Chairperson; Megan Silva, Trustee; Dean Larabee, Trustee; Carol Buote, Director; Emily Taylor, Secretary, Cathy Charette, President of the Friends of the Library, Jenni Bentley, Children's Librarian

BILLS: No bills to be reviewed.

CALL TO ORDER: Call to order at 7:16 PM.

NEXT MEETING DATE: Next meeting is scheduled for Tuesday, January 13th, 2025, at 7:15 PM.

MINUTES OF PAST MEETING: November minutes were read and accepted into the record.

CHILDREN'S LIBRARIAN REPORT: Total attendance for programs in November was 176. Chess Club and Art Jam have been popular programs at the library. Jenni is assessing what programs are popular and which programs should continue to run. Jenni discussed bringing in a music therapist roughly two to three times a year. This would serve children up to five years and would be held on Tuesday mornings, which would allow access for homeschooling children. Access to summer reading material has opened and Jenni is reviewing. The theme is "Plant a Seed." The Writers Circle program is being put at a pause to rethink how the program may work. There will be a Winter Reading program which will include a program for ages 5-8 and 9 years and older. Winter Reading will run from January 1st to February 14th.

DIRECTOR'S REPORT: The Director's Report for the period of November 19th to December 8th was read. December book club discussed *Christmas Bells* by Jennifer Chiaverini. The January book club's choice is *How Lucky* by Will Leitch. The library signed up for 2026's MA Center for the Book reading challenge. Noelle attended a training that now allows her to catalog books independently. Noelle is also preparing an Adult Winter Reading program to coincide with the Children's Winter Reading program. For Lights On, cookie decorating took place in the Children's Room and drinks and appetizers were served in the Adult Room. Director Carol Buote attended a Municipal Finance 101 webinar and the Town Department Head planning meeting. Weekly status meetings with CHA and CBT continue, as well as a Library Building Committee meeting. To meet the 12/31 deadline, it was decided to focus on just one conceptual design layout for the new library, the one-story V-shaped layout. Donations and State Aid accounts are still being reviewed to fix remaining issues. For the \$10,000 gift from Carnegie, Carol plans on using it for new staff PCs, replacement furniture in the Children's Room and e-book/audio purchases. FY2027 budget targets were discussed. Trustee Dean Larabee will be meeting with a SAILS representative on Wednesday, 12/10 to discuss the changing formula for the SAILS assessment.

FRIENDS OF THE LIBRARY REPORT: Friends met on 11/19 with 7 members in attendance. Friends made \$500 in profit at their cocktail event. A second quilt was raffled off at Lights On. The bake sale brought in \$188.50. The memorial bench for Carla Lyman will be ordered this week. The textiles donation bin will be delivered on 12/15 or 12/16. Next meeting is Wednesday 12/17.

BUILDING COMMITTEE UPDATE: One design has been chosen to meet the 12/31 deadline. The conceptual design was shown at Lights On, and positive feedback was received. A link to the presentation showing the layout and placement on the new design is on the library website, as well as a link to provide feedback. Signage is placed around the library featuring a QR code for patrons to view the design.

PUBLIC INPUT: No public input.

PAST BUSINESS: Highway Department is storing the library's pop-up tent so the trustees will send a thank you note. A thank you note will be written for the Carnegie gift. A press release will be sent to the Taunton Gazette when the money is received. Policy binder will be reviewed at the January meeting. The

Board will start with the cellphone policy. MLS has scholarships available for library staff to attend conferences. Membership of the associations hosting the conference is not required to attend. It was discussed that a possible training or conference policy should be established in the library policies.

CORRESPONDANCE: No correspondence was received.

Adjourned at 8:38 PM.

RESPECTFULLY SUBMITTED,

Emily Taylor, Secretary