



Lynnfield
PUBLIC LIBRARY

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Lynnfield Public Library

Minutes of the Board of Trustees

March 14, 2024

1. Call Meeting to Order

This meeting was called to order at approximately 6:30 p.m. by Robert Calamari, Chair. Roll call was taken and those in attendance were: Robert Calamari, Chair; Faith Honer-Coakley, Vice-Chair; Russell Boekenkroeger, Trustee; Andrew Kenneally, Trustee; Abigail Porter, Library Director; Gerri Karonis, Secretary; and Alan Drake. Due to illness, Trustee Richard Mazzola appeared remotely.

Mr. Calamari informed the Board and those in attendance that the meeting was being recorded and that the minutes would be available as soon as possible after the conclusion of the meeting.

2. Approval of Meeting Minutes

- February 6, 2024
- February 23, 2024

Following motion made, the Board voted unanimously to approve the minutes of the meetings held on February 6, 2024 and February 23, 2024.

3. Past Month's Financial and State Aid Reports

Ms. Porter provided Financial and State Aid Reports as of February 29, 2024.

The library purchased 2 new Chromebooks at an approximate cost of \$274. The Chromebooks are loaned out for a 3 month period. Upon their return, all data is removed.

Following motion made, the Board voted unanimously to approve the Financial and State Aid Reports dated as of February 29, 2024.

4. Director's Report

The Town Meeting is tentatively scheduled for April 29, 2024.

The library will be hosting Art in Bloom from April 8 – 11, 2024.

There are 3 leaks at the Circulation Desk and now 1 in the Children's Room. Calls have been made to DPW. The Trustees requested Ms. Porter to obtain cost estimates for mold remediation.

Following motion made, the Board voted unanimously to approve the Director's Report for February, 2024.

Building

On February 26, 2024, Jon Paddock installed a sharps disposal box and an opioid rescue box at the recommendation of the Board of Health.

Staff training on Narcan use is scheduled for March 20, 2024.

The elevator phone is now functioning properly.

Outreach

The seed library was featured in the local newspaper and on WBZ Radio. It has been so popular that its inventory was depleted. The Flower Club generously donated \$100 of new seeds, mostly vegetables and herbs.

Social Media Statistics

- 1513 Facebook Followers up from 1506 in January
- 1329 Instagram Followers, up from 1325 in January
- 2154 active newsletter subscribers, up from 2136 in January
- Newsletter opening rate is approximately 58%
- Newspaper mentions: 35, up from 19 in January

Programming/Projects

Another event series has been planned at Market Street for the summer, called Summertime with the Lynnfield Library.

Miscellaneous

After consultation with Town Counsel, the library was authorized to ban an unruly patron for a 3 month period.

5. Old Business

- **Library Building Update**

There were insufficient votes by the Finance Committee to permit the new library to be placed on the ballot at the Special Town Meeting scheduled for March 18, 2024. The new library project is therefore no longer viable.

The Town has expressed its commitment to make improvements to the existing building. Tappé Architects will be releasing its cost estimates for recommended renovations at a future date.

- **Rules of Behavior Policy – Update**

The Trustees unanimously agreed that the updates to the Rules of Behavior Policy should be tabled until after the Town Election on April 9, 2024, and new officers are in place.

6. New Business

- **Special Election Update – March 18, 2024**

The Special Town Meeting on the new library - scheduled for March 18, 2024 - will still be held, but the purpose for which it was called is no longer applicable.

7. Adjournment

Chair Robert Calamari and Trustee Russell Boekenkroeger both expressed heartfelt thanks to fellow Trustees and to the library for allowing them to be of service for so many years.

There being no further business, a motion was made and unanimously approved by the Board to adjourn the meeting at approximately 7:30 p.m. The Trustees also agreed to reschedule the next Trustee Meeting from April 2, 2024 to April 16, 2024, so that the newly elected officers will be in place following the Town Election on April 9, 2024.

Respectfully submitted,

/s/ Gerri Karonis
Geraldine Karonis, Secretary