

**Plainville Public Library  
Board of Trustees  
Regular Meeting Minutes  
April 9, 2024**

**UNAPPROVED DRAFT**

**CALL TO ORDER: 6:00 P.M.**

**PRESENT:** Pat Fongemie, Rebecca Ireland, Joyce Goldberg, Julia Underwood, Barbara Davison, Dan Ciesielski; Rosemary Morante, Town Council Liaison

**STAFF:** Trish Tomlinson, Library Director

**1. Public Comment**

There was no public comment.

**2. Request for Additional Agenda Items**

Telescope

**3. Review & Approval of Previous Meeting Minutes**

Motion was made by: Dan Ciesielski motioned to approve Minutes for March 17, 2024 as presented.

Seconded: Barbara Davison  
All in favor: 5 to 0.

**5. Financial Report**

Discussion:  
No discussion.

**6. Statistical Report**

Online database use is dismal. May decide to replace some of them.

**7. Department Reports**

a. Adult Services and Youth Services

For March 2024 there were 9 adult programs with 88 participants.

Kari Burgess' focus was on the strategic plan survey, ordering materials for Youth Services, and covering public desks where needed.

Xavier Maldonado Morales and Kari Burgess created a new newsletter to be mailed quarterly via Constant Contact.

Veronica Lovato “Vero” is creating and posting marketing materials for adult programs using Canva. She has trained on the Youth Services desk.

Staff participated in various webinars for better understanding of library processes and procedures.

Monthly displays were coordinated by staff: Xavier, Veronica, Katie, Jennifer, Abigail and Kathryn.

## **8. Director’s Report**

### **a. Old Business**

- Civil liabilities for Trustees  
Dan Ciesielski reached out to Michael Paulhus who will be in touch when the budget is completed.
- Board officers  
Trish will draft and present draft of revised by-laws to the Town Attorney. There was a discussion about amending term of service for trustees which is currently six years; however, this is determined by charter, not by-laws, so it will remain status quo.
- Vacant staff positions  
Head of Youth Services: Position has been filled.  
  
Part-time Librarian: A current part-time employee is being considered for the position.

### **b. New Business**

- Library community survey results report

Rough draft of the survey results report was presented for discussion and comments. 660 total responses were received via paper and online surveys. Questions were multiple choice and narrative comments.

- Survey results publicity plan

Summary and statistics will be presented chart formats and word clouds.

- Strategic plan next steps

The first draft is due to the planning cohort on 4/17.

- Telescope

New telescope was purchased and patrons can sign it out for three-week timeframes. Trish showed it to the trustees.

## 9. Adjournment

Motion was made by: Becky Ireland to adjourn the meeting at 7:30 pm.

Seconded: Joyce Goldberg

All in favor: 5 to 0.

Respectfully submitted,

*Dawn Guite,*

Recording Secretary

*The next regularly scheduled meeting of the Board of Trustees for  
Plainville Public Library is on  
**Tuesday, May 14, at 6:00 p.m.** in the Library Trustees Meeting Room.*