

Tuesday, March 12, 2024

5:00 PM Topsfield Town Library - Activity Room

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

Members Present - Maureen McCarthy, Kathryn Hartmann, Nancy Lehman, Caroline Playter, Director Dan Tremblay. **Members Absent** - Gail Bryson, Carolyn Jensen.

Reading and Approval of Meeting Minutes

- **Approve February 26, 2024 minutes as amended** – Motion by C. Playter and seconded with unanimous approval.

Reports of Officers, Boards, and Committees

- **Friends of the Library update** - N. Lehman - No update since last board meeting.
- **Art Committee update** - C. Playter - New painting on loan from John Gentile has been installed. Three collages donated from John Gentile are out for framing. Sculpture reception will be held on Saturday, April 6 and list of tasks to be accomplished prior to reception given to Board. James Kitchen will present in May. In the past Masconomet High School students have exhibited in the library and will be contacted to see if that might be a future exhibit.
- **Music Committee update** - M. McCarthy -Jillian Pallazola is a new member of the committee. Matt Roberts, an all-ages magician who is appropriate for the entire family, will be at Town Hall on Sunday, April 7, at 4 pm. Toe Jam Puppet Band will be performing June 13, and Rolie Polie Guacamole in August prior to the end of the Summer Reading Program. Next meeting is March 18.

Budget/Finance - D. Tremblay - Budget is on target.

Director's Report - D. Tremblay - See attached.

Unfinished Business

- **Facilities update** - D. Tremblay - The emergency boiler shut-off switch project is completed. The installation of access hatch in entryway vestibule is in progress.
- **Technology** - D. Tremblay - Access points have been re-placed. Warrant articles remain the same.

- **FY25 Budget** - D. Tremblay - No changes.

New Business -

- **Art Exhibit Policy** - The Board discussed changes to the Art Exhibit Policy, making minor change to the language that previously required framing for pieces being exhibited. Motion by C. Playter and seconded with unanimous approval.
- **Director's Evaluation** - M. McCarthy requested that individual board members complete their evaluations by April 2, 2024.

Schedule Next Board Meeting - April 9, 2024 at 5:00 PM in the Library Activity Room.

Meeting Adjourned - Motion by C. Playter to adjourn the meeting at 5:36 pm and seconded with unanimous approval.

Respectfully submitted,
Nancy Lehman, Trustee

Attachments:

Agenda March 12, 2024

Minutes February 26, 2024

Director's Report March 2024

Monthly Financial Report FY 2024

Gould A and B Fund Profiles 2024

FY25 Town Budget

Small Trust Financial Report FY 2024