



## ***Board of Library Trustees***

November 25, 2014 – 3:30 p.m. – **Minutes**  
New Bedford Main Public Library, 613 Pleasant Street

Board of Library Trustees met on November 25, 2014, 3:30 PM,  
in the Trustees Room of the Main Library.

**Present:** Carl Cruz, Vice-Chair  
Elsie R. Fraga  
The Very Reverend Father Constantine Bebis  
Helen Rogers  
Dr. John Fletcher  
Rev. Kevin Harrington  
Diana Henry  
Lee Blake  
Jill Horton-Simms  
Geoffrey Dickinson, Acting Director  
Karen Stefanik, Head of Branches

**Excused:** Mayor Jon Mitchell

**Guests:** Charles Zalewski

**Called to order:** Mr. Cruz called the meeting to order at 3:32pm.

Joan Halter was out of town, so there was no report from the Friends of the New Bedford Free Public Library.

Mr. Cruz invited Father Harrington to introduce guest Charles Zalewski. Mr. Zalewski is an attorney who is also the assistant facilitator to Professor Waxler at UMass Dartmouth for the “Changing Lives through Literature” program. This program is a sentencing program that is an alternative to repetitive short jail sentences. Prof. Waxler holds the class as a seminar in American Literature. The participants read books and short stories that involve difficult meaningful issues and have an open discussion on the books and their topics. The seminars discuss issues such as family, violence, self-respect and decision-making. Studies have shown that participants in this program have a lower recidivism rate, and if they go back to court, it is for lesser crimes.

Father Harrington asked Mr. Zalewski if he thought the program is adaptable to people in transition. Mr. Zalewski replied that it was and that he can put together a syllabus. The group would need a place to meet, and he could facilitate some sessions along with other volunteers. The program can be adapted as necessary.

Mr. Cruz said that the Library would support this. He specified that people who participate should get a library card. Mrs. Rogers asked what was needed from the Board. Mr. Zalewski replied that a meeting room would be needed on a regular basis – approximately 90 minutes every two weeks, for six sessions. Mr. Cruz asked that Mr. Zalewski put together a schedule, and if there is a conflict with the meeting room, a different room could be used.

Ms. Horton-Simms asked if Mr. Zalewski had identified people for this program already. Mr. Zalewski replied people in transition and facing crises in their lives. Fliers can be put in homeless shelters. Father Harrington said he could recruit facilitators as well as people who are involved with transitional populations.

Mr. Cruz asked that the program should be designed, with a schedule, and be brought to the Board. Mrs. Rogers clarified that Mr. Zalewski and Father Harrington would be recruiting members for this program. Ms.

Henry said that when scheduling the program, they should be aware of shelters' curfews. Ms. Horton-Simms remarked that child sex offenders should not be in the library, and Mr. Zalewski replied that that would not be an issue. Father Harrington said that he would bring the information to the December Trustees' meeting, with the plan to start in January.

Ms. Blake made a motion to accept the minutes of the October Trustees meeting, it was seconded by Dr. Fletcher. Dr. Fletcher wanted to clarify that both portraits would be painted next year. Mr. Cruz said yes, but then another portrait would not be painted until 2017. The Art Committee would work with Janice Hodson on portrait policies. Father Harrington said that money had already started coming in to support second individual's portrait. Ms. Henry asked when the Lopes unveiling would be and Mr. Cruz replied it would be during Cape Verdean Recognition Week.

Father Harrington wondered if the recordings of the Trustees' meetings were available to the public. Mr. Cruz said that the written minutes are sent to City Hall, who is responsible for putting them on the Web site. The Library can also keep copies at the Reference Desk for the public to read. The recordings just assist in writing the official minutes. Mr. Dickinson will ask the City Solicitor's office if the recordings themselves also need to be made public.

The minutes were unanimously approved.

## **STAFF REPORTS**

Ms. Horton-Simms made a motion to accept the staff reports and it was seconded by Ms. Henry.

Mrs. Fraga asked to clarify where does money from fines and lost books go. Mr. Dickinson replied that the lost book goes into the library's revolving fund to buy replacement material. Money from overdue fines go to the city. The revolving fund also buys supplies used by the public and staff such as paper, pens, etc., but cannot be used for items such as the carpet. Money in a branch or department fund is used for the department. The \$22,000 is not specified for any particular purpose, and could be used toward buying the carpet. Mr. Cruz asked if Carmen could get the Trustees a list of all the departmental accounts.

Ms. Blake noted that Joan Barney asked for an air purifier in the Special Collections report. Ms. Henry wondered about the mold in that room. Mr. Cruz replied that there is mold in the room, but it is below building standards; Ms. Barney is allergic to it and is more sensitive. Mr. Cruz said that if an air purifier is something that would help patrons, the library should pay for it.

Ms. Blake and Father Harrington commended Janice Hodson for getting the library's historic photos online.

Mr. Cruz wondered about the Bookmobile's night stops. What would it cost to keep the Bookmobile going at night, and does it affect enough people to make it worthwhile? It does not seem as if money will be forthcoming from Lorraine Telo.

The staff reports were approved unanimously.

## **COMMITTEE REPORTS**

- 1. Art:** Dr. Fletcher, Chair – The Trustees read the addendum to the Art Report which was a loan request from the University of Massachusetts, Dartmouth. Father Harrington made a motion to allow the loan according to Ms. Hodson's recommendations. The motion was seconded by Dr. Fletcher and unanimously approved.
- 2. Bookmobile:** Mrs. Rogers, Chair – Mrs. Rogers asked about the Bookmobile repairs, and Ms. Stefanik replied that they were done in early November when the driver was on vacation. Ms. Horton-Simms stated that the library should hear in early December if the Bookmobile was awarded money from the Lois Lenski Covey grant.
- 3. Building:** Ms. Blake, Chair – The Trustees discussed the heating issue at Casa, where the thermostat is located in the Immigrants' Assistance Center where library staff cannot adjust it. It sometimes has

gotten up to 90' in the library on a Saturday. Mr. Dickinson asked DFFM to look into options to fix this issue. It is likely that the thermostat will be either set at a specific temperature or programmed and then locked.

4. **Finance Committee:** Mrs. Fraga, Chair –The Tarleton CD was rolled over for another 15 months, and 80% of the interest was withdrawn. Mr. Cruz said that the Finance Committee should meet. Mrs. Fraga asked that Mr. Dickinson call Bay Coast Bank to have them send regular statements of the library's accounts.
5. **Gifts:** Father Harrington, Chair – Father Harrington donated a book called *It Began with a Whale* and would like a book plate reading "In honor of Dr. Joseph S. Silva, Jr."
6. **Personnel:** Mrs. Rogers, Chair – The City Council would be having a meeting that evening, and one of the items on the agenda is the waiver for the Casa da Saudade managerial candidate. The Committee will be interviewing candidates for the Director position in early December. There are three open 12-hour Library Assistant positions, though the one at Wilks is in the process of being filled, and Ms. Vernon is looking over applications for the open positions at Howland-Green. The Teen Services Assistant position will be readvertised.
7. **Policy:** Ms. Blake, Chair. See below under "Old Business."
8. **Scholarships:** Ms. Henry, Chair. Mr. Cruz wondered if the Trustees had received a thank-you letter from the recipient of the Yaeger scholarship. Ms. Henry replied that they had not.
9. **Security:** Nothing to report.
10. **Director's Report:**

Dr. Fletcher moved to accept the Director's Report and it was seconded by Rev. Bebis.

The CFO of New Bedford offered to transfer half of the money need for the library's carpeting from unused money in the library's personnel account. The library would be responsible for paying the other half. This money can be taken from the CD in February. Mr. Cruz wondered at the money in some of the other accounts – there is money in the Bookmobile account, which Mr. Dickinson thought the previous director had earmarked for a new van for the delivery driver. The previous director was going to have the city look at other vehicles for one for the library. The Finance Committee will look at these issues when they meet separately. The CD will be rolled over by February 15, but Mr. Dickinson will contact the auditor to check exactly when, and how soon the Trustees need to notify the bank that money will be withdrawn.

Mr. Dickinson noted that library aid is decreasing; this is a concern and the library should plan ahead. The Main Library will be getting wireless access on the third floor, which will be useful for people using the meeting room. A large screen in the meeting room has been installed.

Mr. Dickinson mentioned the confusion between the library and the Friends over how much money is left to spend for the teen New Bedford Day Nursery Grant. He will get an accounting from Joan Halter when she is back from vacation. The Day Nursery would like detailed accounting of the spent money.

Mr. Dickinson and Mr. Easton worked on a STEM grant for two 3D printers for the teen rooms or maybe one for Wilks. They will find out about the grant in December. These printers would be a shot in the arm for teen programming.

The Director's Report was approved unanimously.

### **OLD BUSINESS**

A public hearing on the library's policies needs to be advertised for two consecutive weeks before the meeting. The Trustees would like the meeting to be held on January 13 at 6pm.

The Trustees will need to figure out from where the money for the new carpet will come.

### **NEW BUSINESS**

The Mayor's Office has offered the mural of former mayors (which is currently at City Hall) to the library, possibly for the Children's Room. Mr. Cruz wanted to bring this suggestion to the Trustees to vote on it. The overall feeling is that the mural is too dark for the Children's Room, and that a school might be a more fitting location for it. Ms. Blake made a motion not to accept the mural, it was seconded by Dr. Fletcher and unanimously approved.

Ms. Blake spoke to School Superintendent Pia Durkin about coming to a Trustees' meeting to discuss how the library can assist the schools. Dr. Durkin will be able to come to the January or February meeting.

Rev. Bebis asked about making large copies of some of the library's paintings, such as the Bierstadts. Ms. Henry suggested that this might be a fundraiser for the Friends. Mr. Cruz and Rev. Bebis will talk to the Art Committee.

Evaluations of the library director are due to Mrs. Rogers by December 15.

### **NEXT MEETING:**

Regular meeting: Tuesday, December 30 at 3:30pm

Ms. Blake made a motion to adjourn at 5:15, it was seconded by Rev. Bebis and passed unanimously.

Meeting adjourned.