

**Minutes**  
**Board of Trustees Meeting for May**  
**Thursday, May 11, 2023**

**Attending:** Hunter McKenzie, Maria McCauley, Michael Baenen, Risa Mednick, Kaija Langley, Karen Kosko, James Roosevelt

1. **Public Comment:** None.
  
2. **Informal Check-in**
  
3. **Approval of Minutes:** Chair moved for minutes from the February meeting to be approved. Trustee Roosevelt and Trustee Kosko seconded the motion and minutes were approved unanimously.
  
4. **Director of Libraries Report / Library Updates**
  - Budget Process Update
    - i. DOL reported that the Budget process is ongoing.
    - ii. Three full time positions have been approved, which DOL considers a recognition of our work. The positions are: Manager of Branch Services, IT Senior Technician, and Digital Equity Coordinator. DOL also reports that we received an increase of 5,000 dollars to work with commissions on translation work. We are looking forward to this as part of our Language Justice work.
      1. Trustee Roosevelt asked DOL which position did not get approved for the Budget. DOL shared that we asked for an Administration Coordinator to help support coverage. We will relegate this support to the Manager of Branch Services position and see how it goes.
    - iii. Recruitment
      1. 21 positions are open. We are slowly starting to make those reductions, but we have filled a lot of positions.
      2. City is moving to a new cloud-based applicant hiring platform called Taleo and will launch this week.
    - iv. Capital / Facilities Updates
      1. We usually get about \$30,000 from the Budget for ongoing maintenance support. DOL shared that we will be getting this again and that we put in a few capital requests:
        - a. A study to do an all-inclusive gender bathroom at the Main Library on the Mezzanine level – and it looks like this will be funded. DOL is pleased because the City should be doing this to live our values to be an inclusive place for the public.

- b. A request for the Main Library Lecture Hall. DOL explained that we hoped to go out for bid this spring to get a quote, but this is now delayed. Trustee Roosevelt advised that we need to stay close to this.

v. Branch Updates

1. Programmatic Updates

- a. Collins Branch has had some collaborations with Fresh Ponds through different nature walk programs. Collins Branch Manager coordinated a City-wide Fair Housing For All event at the Main Library.
- b. Each branch location has a signature community program – O’Connell Branch hosted a successful edition of their Coffee & Chat program with the local community.
- c. Boudreau Branch Library continues to host popular regular programs such as Songs and Stories, a Knitting Group, and adult book groups. Recently, they hosted a popular art session with a Henna artist.
- d. O’Neill Branch hosted a therapy dog session for middle schoolers amid school testing.
- e. Valente Branch demonstrates that there are STEAM efforts happening not just at the Main Library, but across branches! DOL also reminded Trustees of our STEAM kits, and that a new one is launching this month.
- f. At the Main Library, Adult Services and the Department of Public Works collaborated to host a Fix It Clinic, and 50 items were brought in for trouble shooting and repair.
- g. The Hive launched Fiber Arts offerings and a Sewing Circle program.
- h. Hive on the Road has brought different STEAM experiences across the community, including with sticker and 3D pen doodling.
- i. Youth Services hosted author Stuart Gibbs for the Margret and H.A. Rey Curious George Lecture. DOL reports that it was a funny and engaging event, and that Porter Square Books was there.
- j. DOL reports that cooking programs have returned, most recently with our Make a Bento program.

2. DOL opened up the floor for any questions or comments.

- a. Trustee Kosko shared that the Collins nature walks are also in collaboration with the Mount Auburn Cemetery.
- b. Trustee Mednick asked DOL if the Trustees should be doing any budget advocacy in the next few weeks?
  - i. DOL thanked Mednick for asking, but shared that we didn’t need these efforts. However, she and the rest of

the Board are welcome to listen in on the Budget Hearing scheduled for Tuesday, May 16. EA McKenzie to send the link to listen in to the full Board.

3. DOL informed the Board that she is still at the hospital and needed to leave to help with her Mother being moved to a new room and asked Chair Langley to finish the meeting out. DOL thanked everyone and departed.

## **5. ALA Congressional Fly-In Experience**

- Chair Langley reported that in early March, herself and the DOL went to Washington DC for an American Library Association Congressional Fly-in. In her role and as the President of the Public Library Association, DOL has been to these fly-ins many times, but this was Chair Langley's first. Chair Langley said it was an amazing experience being there with Lesliediana Jones, the Associate Director for Public Services for the Harvard Law School Library. Langley shared that Senator Markey and Whip Clark were supportive of Libraries.

## **6. Update on Foundation/Friends Collaborations**

- Chair Langley gave an update about the collaborations between two separate entities associated with the Library, the Friends of the Cambridge Public Library and the Cambridge Public Library Foundation. Chair Langley shared that she and the DOL had a meeting with the Foundation President, Kate Flaim, several weeks ago and reports that there is interesting dialogue and momentum.
- Chair Langley also shared that there is a meeting booked in the coming weeks for the Foundation, Friends, DOL and Chair Langley to come together to talk strategy and move forward together.
- Trustee Roosevelt asked for clarification on who stepped in as President of Foundation in place of Shippen Page. Chair Langley and EA McKenzie confirmed it is in fact Kate Flaim. Trustee Roosevelt said it may be helpful to get a bio on Kate, and then Trustee Kosko suggested we invite Kate to a future Trustees meeting.
  - i. Chair Langley shared that part of the discussion will include the Foundation giving a presentation on updates and priorities.
- The discussion of the Foundation's capacity for large events and possibly directing it towards more creative fundraising came up, but no decisions have been made.
  - i. Trustee Kosko asked if this would mean the Library took over planning for Dream Big. Chair Langley said probably so, but more discussions to come.
- Trustee Kosko asked who heads the Friends group. Trustee Baenen and EA McKenzie confirmed that it is co-chaired by Stephanie Berk and Terry DeLancey.
- Trustee Baenen mentioned that he spoke briefly with Kate Flaim at the last Behind the Stacks event and that all did a great job for the event. Trustee Baenen mentioned that Trustee Werby (not in attendance) was also present at the event. EA McKenzie to make sure that an invite for the next event like this will be sent to Trustees.

**7. Additional Comments**

- Chair Langley will not be available for the June Trustees meeting, as her book launch is then. EA McKenzie to work to reschedule and the Board will look ahead to scheduling FY24 monthly meeting dates.

**8. Adjournment**

- The Chair moved to adjourn the meeting, the motion to adjourn was seconded by Trustee Roosevelt and Trustee Baenen and the meeting adjourned at 5:46.