

Auburn Public Library Board of Trustees  
February 1, 2023  
Meeting Minutes

1. The meeting was called to order by Chair Mary DeCoursey at 18:38. The roll call of members was as follows:

Mary Decourcey (Chair)	Present
Suzette Dowd (Vice Chair)	Not Present
Jon Danilowicz (Clerk)	Present
Vera Kirrane	Present
Stephen Redding	Present
Matthew Toth	Present (virtually)
Jean Collins (Director)	Not Present

2. Ms. Kirrane moved for approval of the minutes from the November 2, 2022 Board Meeting. The motion was seconded by Mr. Redding and approved unanimously. Ms. Kirrane moved for approval of the minutes from the joint meeting with the Select Board on December 12, 2022. The motion was seconded by Mr. Redding and approved unanimously.
3. There were no community or public comments received prior to, or during, the meeting. The Chair updated the Board on the status of the Question of the Month, noting that there was nothing new to report for this month's meeting.
4. The Board did not receive a Director's report this month. The Board noted the copy of the Auburn Newsletter which contained updates on Library programs conducted in the fall of 2022.
5. The Board noted the monthly expenditure reports received from the Library Director in advance of the meeting. In the absence of the Library Director, the Board deferred discussion of the expenditure report to a subsequent meeting.
6. Ms. Kirrane provided an overview of the Board Sub-Committee's efforts to draft a Collections Policy and shared an updated demographic information sheet which will be appended to the policy and help inform future collections decisions. Mr. Danilowicz provided comments on the latest draft, which the Sub-Committee will take into account in further revisions to the policy. The Board reaffirmed its commitment to finalizing the policy during its current term and invited further input from Board Members and the Library Director. The Board agreed to continue discussions regarding the Collections Policy at its next meeting.

The Board agreed that there was no need to retain an agenda item related to the Auburn Public Library Strategic Planning lessons learned.

7. Mr. Toth discussed a letter he had drafted for Board Members (attached) highlighting concerns about possible resource needs for the Library which would benefit from further discussion with town administration and others. Towards this end, Mr. Toth suggested that it would be useful for the Chair to meet with the Town Manager and others (e.g. Finance Committee) to discuss the issues raised in his letter. Following a brief discussion of the substance of the letter, Mr. Toth made a motion that the “Chair meet with the Town Manager to discuss concerns raised in his Feb 1 letter (attached).” Ms. Kirrane seconded the motion and the Chair called a roll call vote, in which the motion was approved 4-1:

Mr. Toth	Yes
Ms. Kirrane	Yes
Mr. Redding	Yes
Mr. Danilowicz	No
Chair DeCoursey	Yes

Chair DeCoursey agreed to Mr. Redding’s request that she provide a readout of her meeting with the Town Manager in a future Board of Trustees meeting.

8. There were no updates to report regarding the Strategic Plan or progress towards meeting its goals.
9. Chair DeCoursey noted that the next meeting of the Library Board of Trustees will take place on Wednesday, March 1, 2023 at 18:30.
10. Following a motion from Mr. Redding, seconded by Mr. Toth, the Board agreed unanimously to adjourn at 19:27.