

## **Ayer Library Board Open Session Meeting Minutes: February 8, 2024**

Sue Kennedy, president, presiding. Meeting called to order at 6:03pm  
Trustees present: Sue Kennedy, Becky Campaner, Cyndi Lavin, Sharon Slarsky, Andy Wilson, Brenda Richard, Rebecca Myers  
Trustees absent: Robert Gardner, Maggie Durand  
Also present: Luke Kirkland – Director, Sarah Gomes, Friends of the Ayer Library

### **Agenda Item: Call to Order**

**Review and approval of agenda:** No changes

**Motion:** A motion was made by Cyndi Lavin and seconded by Andy Wilson to accept the agenda. Vote: unanimous

**Approval of Meeting Minutes:** No changes

**Motion:** A motion was made by Becky Campaner and seconded by Brenda Richard to approve the meeting minutes from January 11, 2023. Vote: unanimous

**Announcements:** None

### **Agenda Item: Public Comment**

None

### **Agenda Items: Reports**

**Treasurer's Report:** Treasurer Brenda Richard reported that the funds balance began at \$184,275.72, gained \$437.72 in interest, with the end of month balance being \$184,713.44. Brenda explained the rearrangement of the accounts: the landscaping account will be kept separate, but the other 4 accounts will be combined (on paper only) into a 9 month CD with a 4.6% interest rate. Other CDs are due in May and June 2024.

**Motion:** A motion was made by Becky Campaner and seconded by Andy Wilson to approve the Treasurer's report.

**Director's Report:** Luke Kirkland skipped giving a verbal report since many items would be discussed during the agenda item with the Friends of the Ayer Library. The written report is attached.

**Motion:** A motion was made by Becky Campaner and seconded by Rebecca Myers to approve the Director's report. Vote: unanimous

### **Agenda Item: Old Business**

The Director evaluation will be done online in March. There was a discussion on changes to the form and anonymity. Rebecca Myers will do the compiling. The evaluation should be done by March 1 in order to include it at the March 14 Board meeting.

*Sue Kennedy*  
3-14-24

**Motion:** A motion was made by Rebecca Myers and seconded by Becky Campaner to accept the new Google documents procedure. Vote: unanimous

**Agenda Item: New Business**

Ayer Library and Friends of the Ayer Library MOU

Carol Horgan, Laurie Sabol, Elaine Sullivan, Kathleen Cachel, and Ellen Fitzpatrick joined in the discussion on goals and the chart of definition of roles that Luke had prepared.

Luke requested that the Friends update their by-law about their purpose for clarity. Kathleen Cachel brought up the need to use some of the funds for future fundraising, and that was recognized to be perfectly acceptable.

Luke requested a change to the by-law about dissolution of the Friends and what would happen to the money currently in the account.

There was a discussion on the use of staff time and communications with the Friends membership.

Luke will be at each Friends meeting and requested an agenda item.

The Friends chair or a delegate will come to present at each Trustee meeting following their quarterly meeting and will have an agenda item.

Minor word changes were discussed, including removing the term "advocacy".

The Friends moved, seconded, and voted to accept the MOU with the wording changes discussed at the meeting.

**Motion:** A motion was made by Becky Campaner and seconded by Brenda Richard to accept the MOU with the wording changes discussed at the meeting. Vote: unanimous

**Next Meeting:** March 14

**Adjournment:**

**Motion:** A motion was made by Cyndi Lavin and seconded by Brenda Richard to adjourn meeting at 8:06 pm. Vote: unanimous

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TOWN CLERK

*Popland*