
Minutes of the Board of Library Trustees

The Board of Library Trustees met on January 28, 2020, 3:30 PM
in the meeting room of the Main Library

Present: Diana Henry, Vice-Chair
Elsie R. Fraga
Helen Rogers
Ann R. O'Leary
Carl J. Cruz
Father Kevin Harrington
Lee Blake
Kimberly S. Ferreira

Olivia Melo, Director
Carmen Brodeur, Account Clerk

Excused: Very Rev. Constantine S. Bebis

Called to order: Ms. Henry called the meeting to order at 3:30 p.m.

Mr. Cruz made a motion to accept the minutes of the November Trustees' meeting; it was seconded by Mrs. Rogers and unanimously approved. (December meeting was not held)

FRIENDS REPORT

The next Friend's meeting is tentatively scheduled for Tuesday, February 4th at 6pm.

STAFF REPORTS

Mr. Cruz made a motion to accept the staff reports. It was seconded by Ms. Fraga.

Mr. Cruz referred to the report written by outgoing manager Chelsea Hester regarding the branch services and patron needs at Howland-Green and the recommendation that the service model at this branch should be focused on the social-economic needs of the population dealing with homelessness, drug abuse and mental health. Programming at this location is planned but attendance is low as patrons utilizing the branch are concerned with day-to-day needs and not recreational activities and will only attend if program is being held when they visit the library to pick up a DVD or to use the computers.

Ms. Melo explained that she asked Ms. Hester to write her report as an exit interview and to be honest about what she saw was the need at this branch so it could be taken into consideration in the hiring of a new manager.

Some discussion followed regarding how it would be managed in the interim by Denise Plaskon, Lawler Branch Manager. Ms. Plaskon has several years of experience managing a

branch successfully and has experience working in a community serving a population similar to those utilizing the Howland-Green Branch. Management of the Lawler branch will be overseen by Karen Stefanik, Head of Branches until a suitable candidate is hired for the library system.

Mr. Cruz asked if Mr. Bermudez, when writing his monthly report, could make a notation that he files an incident report with the Director when he addresses incidents with the patrons.

Ms. Fraga noted the mention once again on the Bookmobile report about the generator malfunctioning and asked how the service on the generator is being billed. Ms. Melo explained that the city mechanics have been responsible for maintaining it as it's a city vehicle.

The staff reports were unanimously approved.

Mr. Cruz made a motion to accept the Director's report, it was seconded by Fr. Harrington.

DIRECTOR'S REPORT

Ms. Melo reported the following:

- Submitted to CFO's office the FY20 first quarter Performance Measures.
- Issue with blocked gutters over the History Room corner caused some water to infiltrate between the wall and the paint causing some bubbling.
- The phone charging locker station at the Main library is working well for the patrons.
- Department of Facilities patched the rug in the Main library microfilm area, where shelves were removed in preparation for the CreateLab.
- Met with Steven Koczera, Fleet Manager, to discuss the process for an RFP for the purchase of a new bookmobile.
- A letter of intent was submitted to Mass. Board of Library Commissioners for the 2021 LSTA Grant round for programming on Healthy Aging at the Wilks Branch.
- Elizabeth Treadup-Pio is now the Assistant City Solicitor to be the library liaison for the No Trespass process with Eric Cohen moving on to another position.
- All public computers at the Howland-Green branch were replaced with new Windows 10 which had been initiated in August and completed in December.

The Director's report was unanimously approved.

COMMITTEE REPORTS

1. **Art:** Ms. O'Leary, Chair – Ms. O'Leary said the Art Committee met on December 9th and approved the proposed gifts as follows:

Moby Dick 1999, quilted wall hanging, 48 x 48" in size, and donated by Nancy Moreira. The library has three of Ms. Moreira's quilts in the permanent collection and hanging in the children's room of the Main library children's room,

W. Wellstood after John William Hill (1812-1879), New Bedford from Fair Haven 1853 - a steel engraving, approx. 38 x 27 ½" by donor Mel Yoken. Mr. John William Hill made his career doing a commissioned set of engravings of New York and other prominent cities including Boston and New Bedford. He is also known for his series of ornithological prints in

the same style as the Audubon prints. The library has another of his collection of his prints, *New York from Brooklyn Heights 1837*.

Louis Sylvia. There is no title information for this painting. It is a Wharf scene with 3 ships unloading barrels and showing pedestrians in late 19th century dress, c. 1970-1980, 34 x 44” - donor is Brian Soares (a relative of the artist). Mr. Sylvia was born in New Bedford and was a marine painter who studied at the Swain School of Design, the National Academy of design and the Art Students League, from 1957-1965. The library does not have any of his paintings making this a great addition to the collection.

The Art Committee also met on January 22nd to discuss the Art Museum expansion project and to delegate Alexandra Copeland, Art Curator for the Library to serve as a liaison between the Library Board and the New Bedford Art Museum Board.

The Congdon Celebration featuring his portrait, which is now hanging on the 3rd floor of the Main Library, was discussed. Ms. Blake suggested having the Congdon papers which have been processed and are awaiting digitization, included in the exhibit for the celebration as these papers are relevant to African American history as well as local history.

The following paintings were donated to the library, but a formal vote was not recorded accepting the following pieces into the Art collection.

Two paintings by Adrian Tio *Boriquen Inverso, 1991-2016*, - mixed media on paper mounted to a wood panel and 2nd *Legacy of Hispania*, a pastel and conte crayon on paper. The pieces are modern work by a mid-late career New Bedford artist of prominence. Both paintings have been accessioned.

Other donations included *Cityscape, by Alison Wells, ca. 2006*, oil on canvas, 2nd *Cityscape, by Alison Wells, ca. 2006*, oil on canvas and they have been accessioned. The 3rd, *Untitled, by Melvin Zabarsky, ca. 1970*, also oil on canvas.

Offered to the library by Dawn Blake Sousa were paintings by *Frank Parlow (1870-1944) 1st Dunes, 1923*, oil on board, and *Landscape with tree, watercolor*. These paintings were offered to the library by Dawn Blake Souza, whose husband is a collector of Parlow’s work.

Ms. O’Leary asked for a motion to accept the recommendation of the Art Committee to accept the art. Mr. Cruz made a motion; seconded by Ms. Fraga and unanimously approved.

2. Building: Father Harrington, Chair – A meeting will be scheduled.

3. Development: Ms. Ferreira, Chair – Nothing to report.

4. Finance: Ms. Fraga, Chair – The Finance Committee met on January 23rd and the following library accounts were reviewed and discussed: Plymouth Investment Advisors, Rockland Trust Investment Management Group and Bank of America. Also discussed were the library certificates of deposit. The committee recommended re-

investing the certificates of deposit for a 2-year term when they come due and to leave the interest in the CD. Mr. Cruz made a motion to accept the Finance Committee recommendation as presented; second by Ms. O'Leary, and unanimously approved.

5. **Personnel:** Ms. Rogers, Chair – Ms. Rogers announced that both part-time vacant positions were filled and Ms. Plaskon, current Lawler Branch Manager was assigned to Howland-Green branch as reported above by the Director.
6. **Policy:** Ms. Blake, Chair - Nothing to report.
7. **Scholarships:** Mr. Cruz, Chair –Nothing to report.

Mr. Cruz made a motion to accept the Committee reports; seconded by Ms. Fraga; unanimously approved.

OLD BUSINESS

The purchase of a new bookmobile will have to be placed on hold as Ms. Melo had just received work that Mr. Koczera, City Garage Manager, was no longer with the city and he was the one assisting with the Request for Proposal.

NEW BUSINESS

Manager vacancy at Howland Green branch see above.

The need for additional compact shelving in the Archives room is part of the Capital Improvement Plan project presented by DFFM to City Council and approved as part of the \$750,000 allotted to the library. The CIP also includes roof and window replacement as well as fire and security system upgrades. The amount for shelving was proposed at \$40,000 three years ago when estimate was requested. Since project is still pending, Ms. Melo asked the Board if she could meet with the Finance Committee of the Trustee to discuss an alternative funding source to move the project forward. There is a real need to have more shelving installed as progress is being made in the organization and processing of many historical documents in the archive room.

COMMUNICATION

Ms. Blake will be sharing information with the library for possible program in March for Women's History Month.

NEXT MEETING:

Regular meeting: Tuesday, February 25, 2020 at 3:30pm at the Main Library.

Meeting adjourned at 4:47 pm.

Clerk,
Lee Blake