

Hopkinton Town Library  
Trustees Meeting  
April 16, 2024—**DRAFT minutes**

Attendees: Rose Jansen (Library Director), Sarah Chiappetta (Secretary), Amy Stone (Chair), Jim O'Rourke (Treasurer), Sara Wheatley (Corresponding Secretary), Jason Lacombe (Liaison to Foundation)  
Visitor: James Wheatley

Meeting was held in person at the library. Amy opened the meeting at 5:43 pm

### **SECRETARY'S REPORT**

The minutes of the March meeting were reviewed. There was one small change that Sarah will be correcting. Motion to accept Jason/ Second: Jim / Vote: Unanimous

### **TREASURER'S REPORT**

Accounts are looking normal.

Motion to accept: Amy / Second: Jason / Vote: Unanimous.

The bank has debited the \$40,000 from the money market account to transfer it to a CD. The trustees were supposed to get a e-sign document to open the CD, but it has not arrived as of yet. Rose will call to follow up why we have not received the document to open the CD.

### **DIRECTOR'S REPORT**

We are on track for the budget. The current expenditures do not include the recent \$1000 Rose spent for books.

We have some vacations coming up for staff. Besides some misunderstanding regarding the Houston barn, there were no questions in the Town Meeting regarding our budget.

We have had a huge increase in study room usage. It is up 36%. The staff has been encouraging people to use the patio. Rose will be putting out the furniture soon.

We had a huge turnout at the library for the eclipse- there were 639 people. The library will be hosting a Poetry festival with poets coming to read their poetry at the end of April. An alarm went off at 2 am during one of the snowstorms because the library lost power. Rose had to implement a fire watch because the backup power to the alarm had died. Some of the staff also helped with the fire watch. We lost one of our three phase lines during the storm on 4/4/24. Some of the rooms did not have power but we didn't lose the power entirely during that storm.

The Trustees discussed the need for the library to install a generator because of the power failures. The Trustees feel that there is a pressing need for the library to have a generator. We got a quote for a generator several years back that would just run certain systems. The quote was about \$20,000. We will get an updated quote and look into prioritizing it.

The Friends are going to be doing a book sale on 6/8. The Friends are looking for volunteers to help, especially from the Trustees. The Friends are also looking for a new book hauler to help with after the book sale since our old book hauler is now defunct.

**See director's report attached.**

**Sunsail:** Jason is working on a plan to mount a pole to the side of the building so we can get this sunsail installed.

**Renewable Energy:** Amy has been working on the EBSCO solar grant. The grant is due on 4/26. The History of the Library document that needs to be submitted is still about 100 words over the limit. The Trustees thought that some of the history Amy included could be cut, especially some of the older history. Jason shared that the library made many improvements to save energy like enclosing the cupola and adding insulation. Rose will get Amy some data regarding energy usage and staff bios for the grant. Amy questioned if we should install an electric vehicle charging station. The Trustees discussed whether we would charge for the charging station, and thought it might get a bit complicated. We will think about it for the future.

Amy adjourned the meeting at 6:45 pm. Respectfully submitted, Sarah Chiappetta, Meeting Secretary

**NEXT MEETING: 5:30 pm on 5/14/24**