

**Billerica Public Library Board of Trustees**  
**Meeting Minutes**  
**Special Meeting July 10, 2023**

President Ellen Rawlings called the meeting to order in the Library Conference Room, at 7:00 PM.

<b>Member</b>	<b>Present</b>	<b>Absent</b>
Ellen Rawlings Chairman	X	
Maggie Deslaurier Vice-chairman	X	
Michelle Ovalle Secretary	X	
Katrina Kruse	X	
Tom Aquavella		X
Marty Conway	X	
Bob Correnti	X	
Elizabeth Gottman-Hanrahan	X	
Joe St Germaine, Director	X	
Kathleen Kenny, Asst. Director	X	

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**Meeting Minutes:**

Bob Correnti made a motion to accept the minutes from July 10

Marty Conway seconded

The motion passed

Elizabeth Gottman-Hanrahan abstained

**Town Manager's Presentation – The Town Center Revitalization Plan**

Guests in attendance

- Clancy Main, Asst Town Manager
- Robert Maynard, Director of Administrative Services
- John Curran, Town Manager

The board was presented the town center plan by John Curran. After the presentation we were able to have a Q&A session and discussions of some parts of the plans.

-discussed the accommodations during the constructions as it would pertain to the operation of the library. The goal is to keep the roads open. If roads need to be close, do it in the middle of the night

- There was a discussion on the traffic flow and how the use of well-timed traffic lights would help, specific to the new turns allowed from River Street and the new turns onto Andover Road.

-discussion of how this plan would help with the traffic as related to emergency services getting through.

At the end of the presentation and discussion, the Board was then asked if it would consider drafting a letter of recommendation for this project.

***Directors Report:***

Summer hours in full swing

Summer reading June 26- Aug 11 Themed – Find Your Voice and Follow Your Dreams

Kids, teens and adults can sign up and receive a small gift. There will be lots of fun enrichment programs for all three groups.

Staff development day held June 16<sup>th</sup>. The Billerica Public Library Foundation provided breakfast and lunch. The foundation is also funding a staff engagement program during summer reading that includes games, teamwork and healthy competition.

The ARIS report is currently being worked on and will be submitted by the deadline of Aug 18.

There were some website improvements to make it more user friendly, including adding a color key to the events calendar to identify kids, teens, and adult programs

The library hosts a table at the Farmer's Market. Plans for more dates in Aug, Sept, and Oct

Lindsay, the Community Services Librarian has arranged for more programs done at assisted living facilities in town, being able to bring more programming to those who can't come to the library.

Bob Correnti made a motion to accept the **Director's Report**

Marty Conway seconded

The motion passed.

***UNANIMOUS***

***Old Business:***

None

***New Business:***

Bob Correnti made a motion to have the Board of Trustees to draft a letter of recommendation for the center project

Michelle Ovalle seconded

The motion passed.

***UNANIMOUS***

***Family Friends Update:***

Getting ready for the big book sale

July 17 – Ice Cream Social – looking for volunteers

-Michelle and Maggie volunteer

***Library Foundation Update:***

Wine Event set for October 13

***Correspondence:***

There was none.

***Announcements:***

Joe to resend dates for FY24 meetings

***Requests for Items for the Next Agenda:***

There was none.

***Adjournment:***

Bob Correnti made a motion to adjourn

Michelle Ovalle seconded

The motion passed.

***UNANIMOUS***

**Next Scheduled Meeting : Monday September 11<sup>th</sup> 7pm.**

Thank you,

Michelle Ovalle