



CHICOPEE PUBLIC LIBRARY
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APPROVED
NOV 06 2023

Trustees: Normand Girouard, Karen Kamienski, Barbara Pronovost

**Minutes of the Trustees Meeting
October 16, 2023**

1. **Call to order:** Norm Girouard called the regular monthly meeting to order on Monday October 16, 2023 at 9:30am at the Emily L. Partyka Central Branch, 449 Front Street.
2. **Roll call:** Trustees: Norm Girouard, Karen Kamienski, and Barbara Pronovost, Library Director, Laura Bovee, Assistant Library Director, Anne Gancarz.
3. **Minutes: Regular Meeting: September 11, 2023**
Motion: To accept the minutes of the September meeting, as presented.
Motion: Barbara Pronovost. Second: Karen Kamienski. Passed: 3-0

Next scheduled meeting: Monday, November 6, 2023 at 9:30 am.
Location: Emily L. Partyka Central Branch.
4. **Financial Report: October 12, 2023**
Laura Bovee reviewed and discussed balances of LIG, MEG, donations, revolving, and operating accounts.
Motion: To accept the financial report.
Motion: Barbara Pronovost. Second: Karen Kamienski. Passed 3-0.
5. **Correspondence**
N/A
6. **Director's Report:**
Library statistics: Circulation, computer usage, and program statistics were reviewed and discussed for Summer 2023.
Circulation levels and door counts are trending steadily to pre-pandemic levels
Program attendance was good as was the use of our meeting rooms.
Motion: To accept the Director's Report.
Motion: Karen Kamienski. Second: Barbara Pronovost. Passed 3-0.
7. **Old Business:**
Staffing and Building Maintenance Updates: Laura reported that a new part-time library associate started today.
Planning for the shade structure is moving along
The Tactile Images art exhibit is set for May 11, 2024 and will be shown for a period of 2 weeks.

8. New Business:

3 policies were brought before the board for their approval.

1. Flag Policy

Motion: To accept the Flag Policy

Motion: Barbara Pronovost. Second: Karen Kamienski. Passed 3-0

2. Notary Services Policy

Motion: To accept the Notary Services Policy

Motion: Karen Kamienski. Second: Barbara Pronovost. Passed 3-0

3. Internet Safety Policy/Internet Policy

Motion: To accept the Internet Policy and the Internet Safety Policy

Motion: Barbara Pronovost. Second: Karen Kamienski. Passed 3-0

9. Other Business:

N/A

10. Adjournment

Motion to adjourn at 10:11am

Motion: Barbara Pronovost. Second: Karen Kamienski. Passed 3-0

Respectfully submitted by

Anne Gancarz

Assistant Director

10.16.23