

Library Board of Trustees Meeting Minutes

Date: December 10, 2025

Time: 7:15 PM

Location: Library (with audio recording available to the public)

Call to Order

The meeting was called to order at 7:15 PM. The Chair noted that the meeting was being audio recorded to ensure accurate preparation of the meeting minutes.

Trustees in attendance:

Stephanie Ciciotti

Larissa Curley

Erin Columbare

Linda MacDonald

Sharon Stearns

Director Evaluation – Staff Survey Review

The Board reviewed anonymous staff survey results as part of the annual Director evaluation process. Trustees collectively compiled and discussed numerical ratings and written feedback.

Overall, staff feedback was very positive. Trustees noted that the majority of responses reflected strong satisfaction with leadership, organization, communication, and workplace morale.

A small number of comments identified constructive areas for continued growth, including:

- Continued clarification of staff roles and responsibilities as job descriptions are updated.
- Ongoing visibility and engagement with staff and the community, as feasible.

Trustees emphasized the challenging elements of significant operational challenges, including an aging facility and limited staffing resources.

Board Discussion

Trustees discussed the Director's strong performance during her first year, highlighting her organization, professionalism, policy development, strategic planning efforts, and positive engagement with staff and patrons.

The Board expressed appreciation for the Director's leadership in managing facilities issues, addressing patron concerns, and advancing long-term planning initiatives. Trustees agreed that the Director has brought renewed energy and clear direction to the Library.

Director Evaluation Process

The Chair outlined the format for the upcoming Director evaluation meeting. The evaluation will include a summary of staff feedback, Board comments, and an opportunity for the Director to share additional reflections.

Adjournment

The meeting was adjourned by the Chair.