

**PEMBROKE PUBLIC LIBRARY BOARD OF TRUSTEES**  
Meeting Minutes for May 21, 2025

**ATTENDING:** Julia Nee - Director, Stephanie McBain, Stephanie Ciciotti - Chair, Larissa Curley, Linda MacDonald, Sharon Stearns, Erin Columbare and Erin Petti.

Stephanie Ciciotti called the meeting to order at 7:01 P.M.

Please note that this meeting is made available to the public through and audio recording which will be used to ensure an accurate record of proceedings produced in the minutes of the meeting. All comments made in open session will be recorded. This meeting is also made available through Zoom platform via remote participation in accordance with the requirement of 940 CMR 29.10 via Zoom platform.

**Introduction of New Trustees:** Welcome to Erin Petti as a newly elected official of the Pembroke Library Trustee Board.

**Reorganization of the Board:** Stephanie Ciciotti will remain as Chair of The Library Trustee Board. Linda made a motion to accept, and Erin C. seconded and so it was voted by all. Larissa Curley will remain as Vice-Chair. Stephanie C. made a motion to accept and Erin C. seconded and so it was voted. Sharon Stearns is the Treasurer. Linda made a motion to accept, and Erin C. seconded and so it was voted. Erin Petti is the Secretary. Linda motioned to accept, and Sharon seconded and so it was voted by all.

**FRIENDS NEWS:** Julia gave us an update on the spring book and bake sale. The amount of money they made was \$1920. The fall date for the book sale has been set for October 24 and 25, 2025. Looking for better proceeds so the Friends may extend the hours of the sale in the fall. Julia discussed other fundraisers that the Friends will have such as Shaw's Give Back Where It Counts Reusable Bag Program, a silent auction, and the annual ornament sale. The Friends will also fund the prizes for the summer reading program. Julia went over the expected FY26 requests with the Friends and the amount to be requested is about \$11,530 with some other expenses such as the babysitting program, crafts for the farmers market, and treescaping in front of the library. Sharon Stearns our garden

club expert, explained that the Mattakeesett Garden Club was looking at redoing the landscaping in the flag pole garden, with different trees and plants that would be beneficial for the entrance of the library. More native plants with year-round interest.

**FOUNDATION NEWS:** Julia saw many at the Chamber of Commerce. A second round of drawings were passed around for us to review. The plans include Larger space for teens, better noise control, study rooms, more storage space, and a new conference room for the Library Trustees. Bob DeMarzo is very optimistic about this project. We discussed if the table and chairs were included. Julia will keep us posted but we do have some state aid set aside.

**MINUTES FROM THE PREVIOUS MEETING:** May 21, 2025. Spelling error to be corrected. Also Anna's full name and position to be put in the minutes. Meeting adjourned to be changed as well. Larissa moved to accept the amended minutes, Erin C. seconded and so it was voted.

**APRIL YOUTH SERVICES REPORT:** Babysitting course cancelled low registration. The Scavenger Hunt is such a great hit. Sharon made a motion to accept the April Youth Services Report and Linda seconded and so it was voted.

**APRIL ADULTS/REFERENCE REPORT:** Two great adult programs: Beach Rock Art Program and Adult Knitting Group. Linda made a motion to accept the minutes and Erin C. seconded. And so it was voted.

**APRIL DIRECTOR'S REPORT:** Two version of the same report were passed out for us to review and discuss. Julia suggests that the report is switched so we can see a longer trend. It is helpful to see more than one month at a time. Passport were down. The museum passes are doing really well. One of the end caps will be a museum pass display. In April we hosted a successful clothing drive for a PCMS student. Julia met with various town and library groups, and has been nominated to join the SAILS Network Board starting in FY26 for a 3 year term. Congratulations Julia. Thank you to George Arra from the Community Center for all his help with minor building issues. Sharon made a motion to accept the April Director's Report, Erin C. seconded and so it was voted.

**FINANCIALS:** Everything is on track. Linda made a motion to accept the April Financials, Larissa seconded, and so it was voted.

**OLD BUSINESS:** Julia passed out the Strategic Plan FY-26-FY30. Editing has been made an updated version will be presented next month for voting.

**BUILDING UPDATES:** Meeting room blind cord management broke, George fixed this issue. Drinks spilled in the bathroom. Rooftop units have been ordered. This job will be finished by July 1st but the starting date has not been determined. Julia showed us around the library all the work that will be done from moving tables, books, and making collections and space more accessible.

**FY26 BUDGET:** Discussed spending, databases, budgeting and cuts. Database prices are skyrocketing. At the Annual Town Meeting the Library has been approved for Capital improvement for exterior painting, door replacement, carpet replaced, water fountain, and partitions.

**TOWN WEBSITE, LIBRARY TRUSTEES PAGE:** Discussion for change on The Library Trustee page. Stephanie Ciciotti suggested Trustees E-Mail should be on the page. Julia noted suggested changes.

Stephanie Ciciotti, Chair moved to discuss the Display/Exhibit Policy to the next meeting.

**UPCOMING MEETING SCHEDULE:** Library Trustees will not meet in the month of July.

**UPCOMING EVENTS:** Julia updated us on the events that are coming up. Mini Golf is coming back!!!!

Next Library Trustee Meeting is on June 18, 2025.

Meeting adjourned at 9:08 P.M.

Respectfully Submitted,

Linda MacDonald  
Secretary