

Upton Town Library Board of Trustees
Hybrid Additional Monthly Meeting
July 24, 2023

The Upton Town Library Board of Trustees' additional monthly meeting was called to order at 6:35 p.m. The Library Trustees participating in person, unless otherwise noted, were:

Debbie Amorelli (Chair of the Trustees and Organizer of the Meeting)
Charlotte Carr
Tamosin Johnson-Hellegers (remote)
Judith Katz
Alycia Phylis (remote)
Joseph Poirier (remote)
Dominique Ross (absent)
Bill Taylor (remote)
Laurie Wodin

Also participating in person at the meeting:

Matthew Bachtold, Director, Upton Town Library

1. Open Meeting and Review Agenda

The agenda was approved by unanimous consensus of the Trustees.

2. Discussion of Long Term Goals for Library

Matthew Bachtold began the meeting by explaining why the Library creates goals for the Strategic Plan. The goals guide the Director and the Trustees when decisions are made about allocating resources. Each goal will ultimately have an **objective** that is achievable and measurable, and an **action** which explains how the goal will be achieved.

Completing and filing the Strategic Plan with the MBLC makes the Upton Library eligible to apply for Grant Programs.

The Trustees and Matthew gave suggestions for possible goals and actions.

Among the suggestions being considered were the following:

- Create a library of things
- Encourage lifelong learning
- Host more adult programming, including local experts and crafts
- Create alternatives to online advertising (inclusivity)
- Create a routine for posting flyers
- Make sure library materials and programs are rich in diversity and accessibility
- Conduct a demographic study to better meet the needs of community members

Matthew agreed to take the information from the above discussion and write the Library's 2024 Action Plan for review at the next meeting of the Trustees.

3. Topics Not Reasonably Anticipated by the Chairman 48 Hours in Advance

The Director's Performance Review will take place at the September meeting of the Trustees.

4. Audience Participation

None

5. Next Meeting

The next meeting of the Upton Library Board of Trustees will be held remotely on Monday, August 14 at 6:30 p.m.

6. Adjournment

The meeting was adjourned at 8:10 by a consensus of the Trustees.

Respectfully submitted,

Charlotte Carr, Clerk
The Upton Library Board of Trustees

Documents included/discussed at the July 24, 2023 meeting of the Library Trustees:

- Agenda
- PDF of The Upton Library's 2022 goals from the previous plan.
- PDF description of 13 common library service roles that could be adapted into goals.
- Link to the complete 2021 strategic plan on the library website:
<https://uptonlibrarystaff.wixsite.com/uptontownlibrary/governing-documents>
- Link to MBLC website about strategic plans:
<https://mblc.state.ma.us/programs-and-support/planning/plan-parts.php>