

FITCHBURG PUBLIC LIBRARY  
BOARD OF TRUSTEES  
September 18, 2019

FITCHBURG PUBLIC LIBRARY  
610 Main Street, Fitchburg MA

Trustees present were: Chair Jim Walsh, Matthew Bruun, Robert Favini, Joanne Huse, and Cynthia Jones. Also present were Director Sharon Bernard and Assistant Director Jean Tenander. Carol Witt was present as a guest.

**PUBLIC COMMENT**

There was no public comment.

**CALL TO ORDER**

The meeting was called to order at 6:30 p.m.

**APPROVAL OF THE MINUTES OF June 12, 2019**

The minutes of the June 12, 2019, meeting were approved.

**CHAIR'S REPORT**

Chair Walsh said he was moving discussion of elections for Trustee positions to COMMITTEE REPORTS under the report from the Nominating Committee.

The future meeting schedule for the Trustees is included in the packet prepared by the Director.

The Director also forwarded notice of two important pending MBLC meetings. One of them is a hearing before the House Committee for Bonding, Capital Expenditures, and State Assets for H.4039. The Library has been invited to attend because we are on the Massachusetts Public Library Construction Program (MPLCP) waitlist. The meeting will seek to amend H.4039 to include a higher amount for MPLCP. The hearing will be held on Thursday Sept. 26, 2019. Jim Walsh said he would attend.

**LIBRARIAN'S REPORT**

The Director said the ARIS report had been turned in to the MBLC. The State Aid Report which is due in October is almost completed.

The overgrown bushes near the entrance to YL have been trimmed severely by Ingrid's Gardens. Ms. Wheeler said she could use volunteers in return for which she will provide gardening advice.

The toilet flushers have been repaired on several toilets. The rug in the Garden Room will be replaced soon. We have received \$3000 in donations but we need \$1600.00 more. The Massachusetts Board of Library Commissioners will be held their monthly board meeting here in November and it would be nice to have a new rug in place.

Director Bernard reported that in November the City of Greenfield is voting on its funding for a new/renovated building. If the vote fails our place on the list would move up in the queue.

The Director has included in the packet for the Trustees, a letter Chair Walsh sent to the Mayor dated Sept. 3, 2019, in which he reported the quote from ATC to create the bid documents for the repair of windows including removal of loose asbestos-containing glazing compound from the glass and attending to other window related repairs. They will also oversee the work. The Trustees had determined that they would ask the City to pay for these repairs. Chair Walsh has yet to receive a reply. The state will pay for a certain portion of the cost and the Trustees will ask the City to pay the difference.

The Director then reported on the Summer Reading Program presented primarily by the Youth Library each summer. The theme this year was "A Universe of Stories" and included 105 different programs attended by 1,345 children and their families. She also reported on the success of the Drag Queen Story Time. The 70 people in the audience included the Mayor, Representative Stephan Hay, and a few city councilors offering their support. The program was well received. The Director introduced the program with some remarks about the Bill of Rights and the important role libraries play in supporting and defending free speech, and the Mayor welcomed attendees and stressed the importance of a variety of programs in the library. Chair Walsh commended her for the graciousness of her opening remarks.

#### COMMITTEE REPORTS

*Finance Committee*-Reports were distributed listing the status of the Library's trust funds. Michael Phaneuf, the Treasurer was absent.

*Legislative Committee*-Rob Favini said it would be important for Trustees to attend the Public Library Construction meeting at the State House as discussed previously. He said the real issue is the yearly cap rather than the bond. Increasing the cap would move the wait list along faster. The library bond is part of the bond for all of Massachusetts.

*Nominating Committee*-Chair Walsh said that since at the last Trustee's Meeting all the present incumbents said they would agree to remain in their current positions, and since no new nominations had been received, the slate would stay the same: Chair-Jim Walsh, Treasurer-Michael Phaneuf, and Secretary Mary Rice Hurley.

A motion was made and approved to retain the current officers.

#### NEW BUSINESS

Director Bernard said the Library had received a request to remove a book from circulation. Upon examination there seemed no grounds for doing so.

A motion was made and approved to accept two changes to the library's Collection Development Policy. One change was a revision of the Request for Reconsideration form a patron would fill out if they had a request to have an item removed from the collection for cause. The second regarded a paragraph about self-published books by local authors.

A petition asking the City Council to accept the gift to the Library from the Redevelopment Authority of the parking lot on the corner of Newton Place and Boulder Drive and to place it under the jurisdiction of the Board of Trustees will be submitted for consideration at the next City Council meeting.

Director Bernard said she felt it was necessary, as we move into the fundraising phase, to ask Tappe to produce a schematic closer to the final proposed design. She said it would be important for the public to have a realistic idea of the planned changes and additions to the building. We need something attractive and exciting to show people. She will get a quote for the design before the next Board meeting.

Chair Walsh said Robert Antonucci agreed to chair the new Foundation the Library is planning to create. Director Bernard has collected sample documents from other libraries to use as templates for forming the Foundation whose purpose will be to fundraise for the match to the MBLC Public Library Construction Grant. Financial Development Agency will help with the process of incorporating and forming the 501 (c) (3).

The meeting was adjourned at 7:45 p.m.

Respectfully submitted by:  
Jean Tenander for  
Mary Rice Hurley who was absent

Fitchburg Public Library  
Board of Trustees  
FY2020 Meeting Schedule

September 18, 2019	February 12, 2020
October 9, 2019*	March 11, 2020
November 13, 2019	April 8, 2020*
December 11, 2019	May 13, 2020
January 8, 2020*	June 10, 2020

All meetings are held in the Ethnic Heritage Room, the 2<sup>nd</sup> floor conference room, at 6:30 p.m. On the dates marked with an asterisk, the finance committee meets at 5:30 with the finance management company.

# What is a Consent Agenda for a Board Meeting?

- Written by Jeremy Barlow

The terms consent agenda and consent calendar are interchangeable terms. A consent agenda is a board meeting practice that groups routine business and reports into one agenda item. The consent agenda can be approved in one action, rather than filing motions on each item separately. Using a consent agenda can save boards anywhere from a few minutes to a half hour. A consent agenda moves routine items along quickly so that the board has time for discussing more important issues.

## What Kinds of Items Appear on a Consent Agenda?

The types of items that appear on a consent agenda are non-controversial items or routine items that are discussed at every meeting. They can also be items that have been previously discussed at length where there is group consensus. The following items are typically found on a consent agenda:

- The meeting minutes
- The financials
- CEO report
- Program or committee reports
- Staff appointments
- Volunteer appointments
- Committee appointments
- Correspondence that requires no action
- Perfunctory items-formal approval of items that had much past discussion

**A consent agenda can be an efficient tool to help boards make productive use of their meeting time when it's used appropriately. There are specific rules for using the consent agenda.**

## How the Consent Agenda Works

The chair takes the lead role in utilizing a consent agenda. The chair prepares an agenda package that includes all of the items on the consent agenda. The package should be distributed to board members soon enough so that they have time to read through the documents prior to the meeting. This is a part of the overall board materials that are distributed pre-meeting. Typical steps for using a consent agenda include:

1. The chair decides which items will be placed on the consent agenda. The consent agenda can appear as part of the normal meeting agenda or it can be attached separately to the meeting agenda.
2. The chair distributes the consent agenda and associated documents in time for board members to read and review.
3. At the beginning of the meeting, the board chair asks members if any of the consent agenda items should be moved to the regular discussion items.
4. If a member requests that an item be moved, it must be moved. Any reason is sufficient to move an item. A member can move an item to discuss the item, to query the item, or to vote against it.
5. Once the item has been moved, the chair may decide to take up the matter immediately or move it to a discussion item.
6. When there are no items to be moved or if all requested items have been moved, the chair or secretary reads out loud the remaining consent items. The chair can move to adopt the consent agenda. Hearing no objections, he can announce that the items on the consent agenda have been adopted. It's not necessary to take a vote on consent agenda items.
7. The secretary should include the full text of the resolutions, reports, and recommendations that were adopted as part of the consent agenda.

# Steps to Take When a Member Needs Clarification on a Consent Agenda Item

Make sure that all members understand the consent agenda process to help expedite the meeting. If a board member needs clarification on a consent agenda item or if he just has a question, he should ask the appropriate member prior to the meeting. It's possible that other members have the same question. This should give the member being asked time to prepare an answer and distribute it to all members prior to the meeting. Consent agenda items shouldn't be pulled from the agenda just to have a question answered.

## Steps to Take When a Member Disagrees or Suggests Discussion

If a member disagrees with the consent agenda item or wants to move it to the regular agenda, the member would request that the item be pulled from the consent agenda. The chair would ask if the members are in favor of approving the consent agenda minus the pulled item, pause for objections, and then adopt the consent agenda as noted in step #6, above.

### Sample of Consent Agenda

1. Welcome/Introductions
2. Consent Agenda
  1. Board meeting minutes
  2. Executive Director report
  3. Marketing committee report
  4. Approve insurance renewal
3. Old Business
  4. New Business

## Misuse of Consent Agenda

Problems in using a consent agenda occur when members approve consent agendas without first reviewing documents. The result is that consent items can be hastily approved and result in a cover-up. For example, if members are not reviewing financial items, overspending or wrong spending can occur without appropriate oversight. Remember that consent agenda items are routine and non-controversial, but even routine items should be reviewed by the entire board. A diligent, well-rounded board holds each other accountable.

A consent agenda is an effective and efficient tool when used appropriately. It can save precious meeting time so the members can attend to other matters. Transparency and accountability are key parts of using a consent agenda. All board members have a responsibility for making sure that consent agenda items are distributed in enough time to review them prior to the meeting. Each board member also has a responsibility to read and review consent agenda items and address any concerns prior to the meeting.

Jeremy is the Director of Digital Marketing at BoardEffect.

<https://www.boardeffect.com/blog/what-is-a-consent-agenda-for-a-board-meeting/>

# THE CONSENT AGENDA

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## **What is a consent agenda?**

A consent agenda groups the routine, procedural, informational and self-explanatory non-controversial items typically found in an agenda. These items are then presented to the board in a single motion for an up or down vote after allowing anyone to request that a specific item be moved to the full agenda for individual attention. Other items, particularly those requiring strategic thought, decision making or action, are handled as usual.

## **Why would an organization want to use a consent agenda?**

Consent agendas are popular with many nonprofit organizations because they help streamline meetings and allow the focus to be on substantive issues.

## **What does it mean if we adopt a consent agenda?**

- Documentation for consent items must be provided to the board prior to meetings so that directors feel confident that their vote reflects attention to their duty of care.
- Board members are encouraged to ask prior to the meeting all the questions that they want related to consent agenda items.
- If it is determined that an item on the consent portion of the agenda actually requires action or a decision that item should be removed from the consent portion of the agenda and raised later in the meeting.
- Any board member can request that an item be moved to the full agenda.
- A vote on the single motion applies to all the items on the consent portion of the agenda.

## **What does it *not* mean if we adopt a consent agenda?**

- Consent agendas do not make it easier to ramrod through decisions since decision items are not placed on the consent portion of the agenda and all items on the consent portion of the agenda are still open to discussion and debate if someone requests they be moved.
- It is not always necessary to remove an item from the consent agenda if people have simple questions or wish to discuss the item further. Discussion is permitted after the motion for approval is made, but before the vote. However, everyone should remember that extensive conversation defeats the purpose of the consent agenda.

## THE CONSENT AGENDA

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### **What normally is found on a consent agenda?**

Routine, informational, procedural and self-explanatory non-controversial items are generally placed on the consent portion of the agenda. These typically are such things as:

- Approval of board and committee minutes
- Correspondence requiring no action
- Committee and staff reports
- Updates or background reports provided for informational purposes only
- Appointments requiring board confirmation
- Approval of contracts that fall within the organization's policy guidelines
- Final approval of proposals that have been thoroughly discussed previously, where the board is comfortable with the implications
- Confirmation of pro forma items or actions that need no discussion but are required by the bylaws
- Dates of future meetings

### **What is the process for using a consent agenda?**

- The board must begin by approving a motion to adopt the consent agenda for its meetings.
- The board should then craft a policy about what may and may not be included in the consent portion of the agenda.
- The full agenda, including the consent items should be disseminated prior to the board meeting along with copies of reports and back up materials so that board members can do their due diligence prior to voting.
- As the first item of business the chairman should ask if anyone wishes to remove an item from the consent portion of the agenda.
- The chairman then asks for a motion to accept the consent agenda.
- Once the motion has been received, the chairman opens the floor for any questions or discussion on the items remaining on the consent agenda. The understanding, though, is that the directors have come prepared and, other than a quick point or question, they are comfortable voting for the items or they would have asked to have them removed.
- If any items were removed from the consent portion of the agenda the chairman may determine where on the agenda those items will be discussed, e.g., immediately after the consent agenda has been accepted or later on the agenda.
- Quickly reviewing the remaining items, the chairman asks for any objections to the adoption of those remaining items. If none are offered all items on the consent agenda are considered to be passed.



### **What does the rest of the agenda look like?**

The answer to this is that it depends. If the organization is most comfortable with an "old business/new business" format, this can remain. However, the organization may find more benefit tackling one or two items that relate directly to the mission, vision and organizational values and that require special attention. Time spent in educating the board on mission-related, governance, or community issues is always valuable, as is dedicating some time to those problems or concerns that keep the executive director awake at night and the BTW Talk.\*

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\* The "By the Way" Talk refers to giving board members the opportunity to share what they've heard or learned since the last board meeting that might have impact on the organization either in the short or long term. It could be considered a continuous environmental scan.



# FITCHBURG PUBLIC LIBRARY

610 MAIN STREET  
WALLACE LIBRARY 978-829-1780  
YOUTH LIBRARY 978-829-1789  
www.fitchburgpubliclibrary.org

FITCHBURG, MA 01420  
FAX: 978-345-9632  
fplref@cwmar.org  
facebook.org fitchburgpubliclibrary

September 3, 2019

The Honorable Stephen DiNatale  
City Hall  
166 Boulder Drive  
Fitchburg, MA 01420

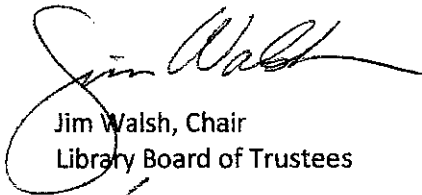
Dear Mr. Mayor:

In September of last year we received a \$19,590 quote from ATC to perform Design and Construction Administration Services related to the preparation and repainting of the exterior windows of the Wallace Library building. This will include creating the design specs and contract bidding and overseeing the removal of loose asbestos-containing glazing compound from the glass, preparing the surface, and repainting the exterior windows as a temporary measure until the renovation/addition project is funded. The Trustees discussed this proposal and determined that this expense, and the work itself, should be paid by the City.

We won't know the actual cost of the project until ATC creates the bid documents and the bids are opened. A Purchase Order for ATC's prep work needs to be generated first. I am writing to request an allocation of \$7,780 to cover the cost of ACT's design and contract bidding services. Once that has been completed funding will need to be obtained to pay the remaining \$11,810 for ATC and whatever the cost of the project is.

Thank you in advance.

Sincerely yours,



Jim Walsh, Chair  
Library Board of Trustees

Cc: Sharon A. Bernard, Library Director  
Calvin Brooks, Auditor  
Ann Cervantes, Treasurer

## Drag Queen Story Time Report

There was no fee for this program, but taxpayer money never pays for programs. If we schedule a performer who charges a fee, it gets paid with Friends of the Library money, or trust fund donations. Most of the writers/callers clearly had no idea how programs are booked nor the format of story hour, at least here in Fitchburg. There were some complaints about it being after hours as though that were special treatment, but we often have after hour programs. Email response to letters sent.:

Dear :

Thank you for writing about your concern regarding the Drag Queen Story Hour. I can assure you that as one of the many programs the library hosts throughout the year, this program is not being treated any differently, i.e. staff will be present and people are free to attend or not based on their interests.

As a free public library we strongly support the First Amendment, therefore we are open to the entire community and all of its members. The Fitchburg Public Library provides programming and materials that reflect diverse experiences and are in keeping with the Library Bill of Rights. As a public institution we cannot discriminate based on origin, age, background, or views. Our meeting rooms are available for the general public to use regardless of the beliefs or affiliations of the groups requesting their use. Parents and guardians are responsible for their children or wards and as such can decide which programs are suitable for them to attend.

We hope to see you and your family at some of the other programs we are offering for this summer's Universe of Stories.

This was signed by me with copies sent to Nicole Irvin, Children's Librarian, Ashley Kenney, Public Services Supervisor, and Jim Walsh, Library Board of Trustees Chair.

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I prepared this list of the books and songs to be presented to share with anyone who asked. Two people came in to look at the books. They left without a comment, other than saying "Thank you."

Love is Love by Michael Genhart. It's love that makes a family. When a boy confides in his friend about bullies saying he doesn't have a real family, he discovers that his friend's parents—a mom and a dad—and his two dads are actually very much alike. Dr. Michael Genhart's debut story is the perfect resource to gently discuss discrimination with kids. This sweet and straightforward story shows that gay families and straight families and everything in between are all different kinds of normal. What makes a family real is the love that is shared.

Tango Makes Three by Justin Richardson. The heartwarming *true* story of two penguins who create a nontraditional family is now available in a sturdy board book edition. At the penguin house at the Central Park Zoo, two penguins named Roy and Silo were a little bit different from the others. But their desire for a family was the same. And with the help of a kindly zookeeper, Roy and Silo got the chance to welcome a baby penguin of their very own.

Sparkle Boy by Leslea Newman. Casey loves to play with his blocks, puzzles, and dump truck, but he also loves things that sparkle, shimmer, and glitter. When his older sister, Jessie, shows off her new shimmery skirt, Casey wants to wear a shimmery skirt too. When Jessie comes home from a party with

glittery nails, Casey wants glittery nails too. And when Abuelita visits wearing an armful of sparkly bracelets, Casey gets one to wear, just like Jessie. The adults in Casey's life embrace his interests, but Jessie isn't so sure. Boys aren't supposed to wear sparkly, shimmery, glittery things. Then, when older boys at the library tease Casey for wearing "girl" things, Jessie realizes that Casey has the right to be himself and wear whatever he wants. Why can't both she and Casey love all things shimmery, glittery, and sparkly? Here is a sweet, heartwarming story about acceptance, respect, and the freedom to be yourself in a world where any gender expression should be celebrated. Sparkly things are for everyone to enjoy!

The songs are "Baby Shark," "The Hokey-Pokey," "Can't Stop the Feeling" from Trolls, and "How Far I'll Go" from Moana. (NB He also added "Let it go" from Frozen.)

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This is the welcome I gave at the July 19, 2019, Drag Queen Story Time event.

Hello, Thank you all for coming.

I am happy to welcome you to Drag Queen Story Time to kick off Pride Weekend in Fitchburg. I am Sharon Bernard, the director of the Fitchburg Public Library. When Nicole Irvin, the children's librarian, brought this event to my attention I said, "Of course. Why not?" Clearly not everyone feels the same way. You may be aware that some have questioned this event all together while others have seemed tolerant of the event, but just not at a public library. We ask, if not at a public library than where?

The Bill of Rights of the United States of America defines the foundations of a free society; one being Free Speech. The prologue to the Library Bill of Rights states that "all libraries are forums for information and ideas." I will have copies of the Library Bill of Rights after the story time for anyone who would like one, however, I do want to share one. "Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment."

The Library Trustees and staff defend the right of people to be allowed to hold opinions and to freely receive and impart information and ideas. I have a couple of recent examples.

On May 29 we hosted a reception and panel discussion around the Windows of Abraham: Bridge of Faith exhibit you can view on the ramp leading to the adult library. This glass series was conceived and created by Wil Darcangelo. It depicts the Golden Rule as spoken by each of the three faiths of Abraham: Judaism, Christianity, and Islam. The discussion panel with a leader from each of the faiths and Wil addressed the concerns some have about the religious and cultural "other," as well as the ideas we all have in common.

I think it is important to translate the texts on each of these glass pieces.

The Arabic text for Islam reads: *None of you has faith until one loves for their brother (or sister) what they love for themselves.*

The Hebrew text for Judaism reads: *Love your neighbor as yourself.*

The Aramaic for Christianity reads: *So whatever you wish that others would do to you, do also to them.*

The other program is one that made it clear that each of the presentations held at the public library are as important to the community as any other. And they make a difference.

On February 28 we hosted "I am Jazz." This program was a story time with Renee Manning, a transgender person. Mayor Stephen DiNatale, a transgender young man, and Renee read the books: They She He Me Free to Be!, I am Jazz, and Julian is a Mermaid. Renee then spoke about her life before and after she became who she always knew she was. After the presentation a young person in tears approached Renee and Nicole to thank them for the program. This was something that child needed to hear to feel validated.

Everything at the library isn't for everyone, but everyone can find something. Please tell your friends and family to visit their public library and support it however they can. We are open for, and welcoming to, all.

One last comment is that I need to thank the Board of Trustees, the Mayor, and his office for their support. I now invite Mayor Stephen DiNatale to say a few words.

**Fitchburg Public Library**  
**Investment Performance**  
**1/1/19-8/31/19**

**Investment Objectives**      The investments comprising the Fitchburg Public Library shall be managed prudently with a primary emphasis on growth oriented securities that yield a reasonable rate of return.

**Alice & Rodney Wallace Funds**      Stocks-70%    Bonds-24%    Money Market-6%

Market Value 12/31/18	Market Value 8/31/19	Percent Change	Estimated Annual Income	Annual %Income
\$1,019,310	\$1,145,936	+12.42%	\$28,721	2.51%

**Other Funds**      Stocks-18%    Bonds-62%    Money Market-20%

Market Value 12/31/18	Market Value 8/31/19	Percent Change	Estimated Annual Income	Annual %Income
\$ 725,692	\$ 767,520	+ 5.76%	\$19,838	2.58%

TOTAL				
\$1,745,002	\$1,913,456	+ 9.65%	\$48,559	2.54%

	12/31/2018	8/31/2019	Income Balance as of 8/31/2019
Restricted	\$327,890.29	\$344,863.15	\$ 45,464.75
Unrestricted	\$397,801.75	\$422,657.04	\$ 19,311.46
<b>Total</b>	<b>\$725,692.04</b>	<b>\$767,520.19</b>	<b>\$ 64,776.21</b>

**Fitchburg Public Library**  
**Investment Performance**  
**1/1/19-7/31/19**

**Investment Objectives**      **The investments comprising the Fitchburg Public Library shall be managed prudently with a primary emphasis on growth oriented securities that yield a reasonable rate of return.**

**Alice & Rodney Wallace Funds**      **Stocks-71%   Bonds-23%   Money Market-6%**

<b>Market Value 12/31/18</b>	<b>Market Value 7/31/19</b>	<b>Percent Change</b>	<b>Estimated Annual Income</b>	<b>Annual %Income</b>
\$1,019,310	\$1,148,408	+12.66%	\$28,728	2.50%

**Other Funds**      **Stocks-19%   Bonds-61%   Money Market-20%**

<b>Market Value 12/31/18</b>	<b>Market Value 7/31/19</b>	<b>Percent Change</b>	<b>Estimated Annual Income</b>	<b>Annual %Income</b>
\$ 725,692	\$ 764,997	+ 5.42%	\$20,229	2.64%
<b>\$1,745,002</b>	<b>\$1,913,405</b>	<b>+ 9.65%</b>	<b>\$48,957</b>	<b>2.56%</b>

	<b>12/31/2018</b>	<b>7/31/2019</b>	<b>Income Balance as of 7/31/2019</b>
<b>Restricted</b>	\$327,890.29	\$342,801.43	\$ 44,406.19
<b>Unrestricted</b>	\$397,801.75	\$422,195.24	\$ 18,756.99
<b>Total</b>	<b>\$725,692.04</b>	<b>\$764,996.67</b>	<b>\$ 63,163.18</b>

**Fitchburg Public Library**  
**Investment Performance**  
**1/1/19-6/30/19**

**Investment Objectives**      **The investments comprising the Fitchburg Public Library shall be managed prudently with a primary emphasis on growth oriented securities that yield a reasonable rate of return.**

**Alice & Rodney Wallace Funds**      **Stocks-70%    Bonds-25%    Money Market-5%**

<b>Market Value 12/31/18</b>	<b>Market Value 6/30/19</b>	<b>Percent Change</b>	<b>Estimated Annual Income</b>	<b>Annual %Income</b>
<b>\$1,019,310</b>	<b>\$1,137,087</b>	<b>+11.55%</b>	<b>\$28,823</b>	<b>2.53%</b>

**Other Funds**      **Stocks-18%    Bonds-62%    Money Market-20%**

<b>Market Value 12/31/18</b>	<b>Market Value 6/30/19</b>	<b>Percent Change</b>	<b>Estimated Annual Income</b>	<b>Annual %Income</b>
<b>\$ 725,692</b>	<b>\$ 762,583</b>	<b>+ 5.08%</b>	<b>\$20,307</b>	<b>2.66%</b>

		<b>TOTAL</b>		
<b>\$1,745,002</b>	<b>\$1,899,670</b>	<b>+ 8.86%</b>	<b>\$49,130</b>	<b>2.59%</b>

	<b>12/31/2018</b>	<b>6/30/2019</b>	<b>Income Balance as of 6/30/2019</b>
<b>Restricted</b>	<b>\$327,890.29</b>	<b>\$342,282.92</b>	<b>\$ 44,164.29</b>
<b>Unrestricted</b>	<b>\$397,801.75</b>	<b>\$420,300.18</b>	<b>\$ 18,663.75</b>
<b>Total</b>	<b>\$725,692.04</b>	<b>\$762,583.10</b>	<b>\$ 62,828.04</b>



Material Complaint. Ms. Tash sent this email and then followed up with the completed complaint forms.

From: **Pamela Tash** <pamela.tash@yahoo.com>

Date: Wed, Aug 21, 2019 at 10:20 AM

Subject: Lauren Slater books at Fitchburg Public Library

To: [fplref@cwmares.org](mailto:fplref@cwmares.org) <[fplref@cwmares.org](mailto:fplref@cwmares.org)>

Please remove all books by Lauren Slater, see here:

<https://fitchburg.cwmares.org/eq/opac/results?query=lauren+slater&qtype=keyword&locg=40>

Lauren Slater is NOT a Psychologist and her all of her books are making that FALSE claim.

Please see the attached document from the Massachusetts Board of Licensure Investigation Division regarding Lauren Slater.

Having Lauren Slater's books available at your Library is an embarrassment to this community.

Pamela A. Tash

## Collection Development Policy

Insert paragraph on Self Published Books on page 2 between Criteria for Selection and Collection Maintenance.

### SELF-PUBLISHED BOOKS

Self-published books by local authors who wish to donate a copy will be accepted for the library's "Local Authors" shelf. Self-published books by local authors who want the library to purchase a copy will undergo the same evaluation process as all other library materials.

Replace Request for Reconsideration of Library Materials form on page 8 with new form.

# REQUEST FOR RECONSIDERATION

Please complete this form and return it to a staff member.

*Fitchburg Public Library*

610 Main Street, Fitchburg, MA

Date: \_\_\_\_\_

Name \_\_\_\_\_

Phone # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Do you represent:  yourself or  an organization? \_\_\_\_\_

Name of organization \_\_\_\_\_

What type of material  Book  Magazine  Library Program   
Display/Exhibit  Music CD  Movie  Newspaper   
or service are you  Internet resource/site  Other (describe briefly)   
Audiorecording   
commenting on?

What item/program/  
display/exhibit are  
you commenting on? If commenting on an item, what is the title and author/performer/producer?  
If commenting on a program/display/exhibit what is the title and the date?

How did this title/event/  
display/program/exhibit  
come to your attention? (recommended by staff member, review, or a friend; found on library shelf  
visited library, library calendar announcement, publicity announcement, etc.)

Did you read/listen to/  
view the entire work,  
stay for the entire program,  
view the entire display?  
If not, which selection  
or part did you read  
or review?

What is it that you find  
objectionable? Please  
be specific: cite pages,  
excerpts, or scenes  
whenever possible.

Staff use only:  
Date received:  
\_\_\_\_\_

Thank you for your comments. A member of our Administrative Staff will contact you regarding your concerns. Please use the back of this page for further comments if necessary.