

Scituate Town Library Board of Trustees' Meeting Minutes

Monday, December 14, 2020, 4:00 PM

Scituate Town Library – Video/Call-in Meeting

Present on video call: Jessi Finnie, Chris Mirarchi, Kevin Carleton, Sheila Kukstis, Carol Sullivan Hanley, Elizabeth Holthaus, Pat Murphy. Ginny Ayers represents the Foundation.

- Meeting began at 4:00
- Roll call taken
- Approval of November 9th meeting minutes - minutes approved
- Foundation update - The Goulding Project is one that the Foundation continues to work on as it winds its way through the approval process. The CPC liked the project and received support. The only question raised was about whether the space would be used and Jessi affirmed strongly that she felt it would be used. The other constructive criticism was to add bench seating to accommodate those who may need a back to seating and not just the bench seating. The Foundation needs to consider a small contingency and prevailing wages to be built into the plan. The Foundation is hoping to be at the January CPC meeting for the project. The Foundation will be adding a welded oval sign to the bike rack thanking the Fenton Family and the South Shore Vo Tech students. Ginny has reached out to Mike Breen for his help on getting the sign attached. The Foundation sent out their annual end of the year solicitation letter. The Trustees commented that the letter was really well done.
- Director's report
 - Building Updates
 - Flooding issues- There was a flooding issue the weekend of the December 5th. This was in places where flooding had not been seen before. It was restricted to the basement but it was close to affecting the Children's Room. It did start to enter in the storage area. As part of it was coming out the electrical box, the parking lot lights were turned off for the night. This is most likely caused by the construction at Lawson Green. Their parking lot had just been completed that week. The Lawson Green contractor was contacted and there was a quick response and they have offered to install a yard drain very soon. This was approved by the Town. This will be monitored when large rains and large snow melts occur. Some gutters may need to be installed. Kevin notes that historically there has been flooding in that area. Jessi states that this had been caused by a clogged storm drain and was resolved in the new library construction. There is a pipe penetration that was somewhat resolved by the renovation construction.
 - Update on Lawson Green- This project is just about done and they have been good neighbors so far. Jessi is looking forward to a good partnership.

- LED lighting project- While the hope was to have this project completed by the end of the year, Jessi feels that it will be a bit longer. It will be a bit brighter when the project is completed. The color temperatures are good and the savings is expected to be significant.
- General Library News
 - COVID-19
 - Jessi spoke to the Town Administrator about whether there is a possibility of re establishing Sunday hours but there will be no Sunday hours through EOY21.
 - Programming- there will not be a lot of virtual programming as many indicate that there is so much offered virtually and people, both attendees and those offering the programming, may tend to be getting a bit burned out on virtual offerings.
 - Status quo services- Jessi reached out to the Town Administrator re: criteria that will be used to make decisions about whether there would be a roll back. At this time, the decision is to keep the services status quo right now.
 - State Aid question re: non-resident offset- Jessi reached out to the State about whether opened libraries would get extra consideration financially when it came to certification time. Both officials that Jessi reached out to stated that there is a non-resident off-set credit always but that could be increased given that so few libraries are open as walk-in libraries. Jessi hopes that this will be recognized financially. Jessi will keep the Trustees updated and may ask the Trustees to help support her.
 - FY22 Budget (level services-funded)
 - 12/10, Jessi met with Advisory Committee. Jessi introduced her suggestion of a fine-free library but does not feel that this is a good year for this.
 - 12/15, Meet with Board of Selectmen
 - ALA Grant Opportunity for Small Libraries- Ann Lattinville has applied for this grant on a topic of what people think is a goal for their community and how to get there. There should be news in the next week or so.
 - LSTA Application/Letter of Intent Submitted for "Dig In"- Jessi has put in a letter of intent for this grant. This would provide an outdoor garden space and the plants for this space. This is a \$10,000 grant and Trustee Elizabeth Holthaus is working with Jessi on this.
 - New website- The new website is launched. Kevin notes that the dates of the Trustees terms on that page are wrong. This will be updated. The Town of Scituate Trustees' page is very outdated. Jessi would like this to be linked to the library's site and the town's website trustee page would be on this link.
 - New Staff

- Kate Jasinski is now Head of Children's Services
- Colleen Snow is now the Full-Time Library Technician
- Rachel Stone will be the new Teen Assistant. Rachel has her MILS. She has been working at small libraries part-time and also working as a researcher. She will start on January 4th.
- There is only one part-time (20 hours) position left and Jessi will wait a bit before filling this.
- Miscellaneous - During the process of the Charter Review, it has come up that there is specific language about library purchases. The language gives the library and schools more control over the purchasing. The state supports this language in the charter. The Charter Review Committee is doing this review and Jessi feels that this language is critical to remain in the charter. Jessi suggests that Kevin may wish to speak with Marla Minier who is on the Charter Review Committee.
- Jessi has not heard back from Scituate PRIDE group about the initial informal question requesting a specific area in the library for LGBTQ material.
- The library is making an upgrade to the wifi. There will be a different name for the wifi. This will make it so there will not be a need to continually re-sign into the wifi.
- Pat Murphy asks about a comment made by the school superintendent about a program at the library called "harbor". Jessi stated that Wompatuck School has reached out to her to speak about infrastructure plans and architects with the goal of supporting school information literacy. Jessi feels that the schools need to think about making professional staff investments before infrastructure investments. The school system does not have proper staffing and staff training to provide information literacy.
- Incident Reports
 - December 5, 2020—Flooding in basement (see minutes above)
- Next meeting date: January 11, 2021
- Adjourn at 5:10 by anonymous vote.