

Scituate Town Library Board of Trustees' Meeting

Monday, April 12, 2021, 4:00 PM

Scituate Town Library – Video/Call-in Meeting

Topic: Library Board of Trustees April Meeting

Time: Apr 12, 2021 04:00 PM Eastern Time (US and Canada)

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

- Meeting began at 4:04
- Roll call taken
- Approval of minutes - Holthaus, Kukstis, Carleton- ayes. Murphy- abstains- no nays; Sullivan-Hanley and Mirarchi not on call at this time.
- Foundation update- Ginny Ayers states that the Goulding Project was approved by Advisory and SelectBoard and is going in front of Town Meeting tonight. Foundation had a successful fundraising meeting. The Foundation is trying to finish up with signage. There is a new sign by the bike rack.
 - MOA's (VOTE)- Two MOA's for approval- DeBrusk and Marshman donations. The donations have been given over a period of years. There may be others that will be brought forward who have made donations over a number of years. Motion approved- Holthaus, Kukstis, Carleton, Murphy- ayes. Chris Mirarchi aye on phone unable to call on Zoom; Sullivan-Hanley not on call at this time.
- Director's report
 - Building Updates
 - Flooding issues- still trying to address some flooding issues with the addition of a couple of gutters. One issue (coming onto a storage space) has not abated at all. There may need to be a conduit resealed. The architects needs to be involved and Jessi will reach out to them.
 - General Library News
 - COVID-19
 - Future planning- starting to think about how to move forward. Jessi has had some conversations with the state as the library is seeing 10-15% increase of out of town traffic. Jessi is hearing that some libraries may not open until September or even January. Jessi reports that some patrons are asking for more and more services opened up and may not understand the whole picture. Staff is comfortable in some areas and not comfortable in other areas of service- increasing and reopening some stacks. Some changes would not happen until Jessi is confident that staff has

been vaccinated. Chris mentioned that his parents brought his niece to the Children's Room and everyone was comfortable with the process. Libraries in other communities are not engaged in any dialogue about their reopening timelines. The library is understaffed right now by one full-time and two half-time positions and this makes it more challenging.

- LSTA application, "Dig In" - Elizabeth did a big revision on this grant and it has now been submitted. Jessi thanks Elizabeth for her work on this. Jessi should hear late May or early June for October funding.
- ALA Grant, "Transforming Communities" - Ann Lattinville applied for this grant and received the grant. The topic is climate change and its impact on our community. Facilitator training is provided through this grant and Ann will be trained. This conversation must be done by October 1.
- SEF Grants- A Storytime and Teen Yoga grant (hopefully in person) and one by the Foundation on behalf of the library called the Thingamajig have been submitted. Thingamajig can be lent out and can also be used for a group activity.
- Town DEI Committee- A survey was just sent out and the committee has started to meet with department heads. Jessi feels good about the work the library has already done.
- Library Technician openings (1 full time, 2 part time)- Jessi did need to work with the union on the job description. If not a supervisor, everyone right now falls under library technician. Everyone would fall under the same job description.
- Library Legislative Day, April 8- held virtually this year.
- Collection Development Policy (update)- This is still being worked on. Jessi is happy with the progress and should be ready to present in June. Circulation Policy may be the next to be revised.
- Summer Reading Kick-Off - this will be a drive-through event.
- Summer programming- Jessi will be meeting with the staff in a few days about how they will move forward. It will be a lot of extra work to accommodate the programs outside on the lawn. Registration will be required for all programs and this may cause a challenge for those who may think that they can drop in to a program. Jessi and the staff will come up with numbers that they are comfortable with. The Foundation has donated funds for umbrellas and Jessi has ordered camp chairs that will allow patrons to use the library's lawn as the weather warms up.
- Miscellaneous - Jessi has created a draft advocacy calendar so the trustees can see what is being advocated for at different points in the year. Jessi would like to advocate for a new position this year at the library. Jessi will need support from the trustees in advocating with her. Kevin Carleton feels that even though there was a message that they would not increase staff during the renovation, the time has come. A suggestion that the trustees write a letter from the entire Trustee Board.

- Incident Reports- none
- Next meeting date: May 10, 2021
- Adjourn at 4:56. Holthaus, Kukstis, Carleton, Mirarchi, Sullivan-Hanley, Murphy— ayes; no naves.