

Scituate Town Library Board of Trustees' Meeting Minutes
December 11, 2023
Scituate Town Library - Hybrid Meeting
TOWN OF SCITUATE, MA COMMITMENT STATEMENT TO DIVERSITY, EQUITY, AND
INCLUSION

The Library Board of Trustees is committed to providing an environment of respect during meetings. We ask all members to interact in a polite manner even when there is a disagreement. We value the participation of our community and want all participants, including marginalized and minoritized communities, to feel welcome and respected. We ask our committee members, and all who participate, to commit to these standards to support and respect our community.

Meeting called to order at 6:33pm. In attendance: Trustees-Kevin Carleton, Elizabeth Holthaus, Chris Mirarchi, Sheila Kukstis and Ginny Ayers.
Director - Jessi Finnie. Asst. Director - Ann Lattinville SLF President - Joe McNally

APPROVAL OF MINUTES:

Minutes for the October and November meetings were approved as revised.

PUBLIC COMMENT: None.

SCITUATE LIBRARY FOUNDATION:

The year-end dinner at Oro was a fun re-cap of a busy year, including 5 new members, the highest individual donation ever and additional unsolicited donations.

The year-end mailing was stuffed and mailed to 200 recipients in record time.

FRIENDS OF SCITUATE LIBRARY:

The Friends have a half-price holiday sale for children's books underway. Last Saturday brought in \$542, the largest single day ever.

CORRESPONDENCE: None

ASSISTANT DIRECTOR'S UPDATE:

Jessi introduced Ann Lattinville as the new Assistant Director and praised her vast knowledge, skill and experience.

DIRECTOR'S REPORT:

Building update-

The ship date for the new Children's Room Learning Center (funded by the SLF) is 12/24.

Thoreau's Way- Northern Oak has drained the irrigation pipes and water storage tanks and will reconnect them in the spring. The Goulding family will store the bench and planters for the winter.

Utilities- Last month the library received a large bill that seemed to be incorrect (twice the amount than the same month in the previous year). Jessi brought this to the Facilities Director and she will continue to monitor.

General Library News-

Library Displays Policy -:

"The Scituate Town Library creates library displays for public browsing comprising the informational, cultural or recreational holdings of the Library's collections and formats, all of which have been purchased under the aegis of the Trustee-approved COLLECTION DEVELOPMENT POLICY.

New acquisitions will be displayed as a matter of course, as well as titles and media which reflect the ever-changing demographics and diversity of the community of Scituate. 'STAFF RECOMMENDS' titles are curated, rotating titles which reflect the personal taste and reading preferences of various individual staff members.

The display or dissemination of materials in Library Displays does not constitute Town support, sponsorship or endorsement, nor does the absence of titles reflect non-support."

This Displays Policy was moved by GA, seconded by SK, was unanimously approved.

Strategic Planning -

Jessi provided a review of the purpose and goals of the Strategic Planning Process. A large, diverse committee is assembled to analyze library data and a community survey, and do guided work during the process to narrow and establish material and programming goals that meet the needs of the community. She then provided a review of the goals and accomplishments of the prior Strategic Planning Process.

The top goal in the prior strategic plan was "To be an informed citizen," which resulted in a the creation of a "Know Your Town Government" Information Station (on-line and in the Library), including a large bulletin board for residents to both post to and read about current events and offerings. The Library also hosted "Problem Solvers" labs, to address community issues in an open setting, and voter registration events.

The second goal was "To encourage early literacy," which resulted in additional STEM/STEAM programming, a "1,000 Books Before Kindergarten" program and development of a new thematic shelving methodology for the picture book collection.

The third goal was "To expand curiosity," which resulted in a "Great Discussions" course at the Library, many additions to the Library of Things and work on "LIT Conversation" opportunities, and new programming.

The fourth goal was "To visit a comfortable space," which resulted in a continued evaluation of existing spaces and work to secure approval and funding for furniture and equipment acquisitions. In addition, the Library coordinated work with the Foundation and other Town departments to build Thoreau's Way and invest in a new learning center for the Children's Room, and with the Beautification Committee to maintain one of the outdoor garden beds. Lastly, a new area for self-pickup of holds and self-checkout was created.

The fifth goal was "To connect to the digital world," which resulted in a new website. In addition, database courses, handouts and in-person lectures informed patrons about the Library databases and how to determine the quality of any given content.

Regarding the Head of Communications position in town, an 18-hr per week position, it is unclear what this means for the Library and/or the residents.

Incident Reports:

11/15 – A non-profit fishing entity was holding a meeting here and emotions boiled over emotionally so that the police were called as a precaution.

A patron walked into one of the glass doors and the EMT's were called as a precaution

The next meeting (hybrid) date is January 8, 2024 at 6:30 p.m. (Hybrid) in the Small Conference Room.

Motion to adjourn was made at 7:14 by SK and seconded by CM.