

Scituate Town Library Board of Trustees' Meeting Minutes
February 12, 2024
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 6:35 pm. In attendance: Trustees - Elizabeth Holthaus, Chris Mirarchi, Sheila Kukstis, Carol Sullivan-Hanley and Ginny Ayers.
Director - Jessi Finnie. SLF President - Joe McNally

APPROVAL OF MINUTES:

Minutes for the January meeting were approved as revised and amended December minutes were approved.

PUBLIC COMMENT: None.

SCITUATE LIBRARY FOUNDATION:

2023 tax letters out.

Planning is in full swing for the mini-golf fundraiser, sponsored by Liberty Bay Credit Union, on Saturday evening, 3/23 (adults), and Sunday morning, 3/24 (children). They are working on getting the catering costs down.

Children's Room Learning Center due in a few weeks and then installation can be scheduled.

Launchpad gift - These are pre-loaded kindle or iPad type devices with specific learning fields that can be checked out. They will be part of the Library of Things but will be in the Children's Room.

A memorial fund set up in memory of Toni Snee has received about \$1,000 to date.

Discussing reviving the Paddle Your Own Canoe recognition award.

FRIENDS OF SCITUATE LIBRARY:

Sales for December approximately \$2,850; sales for the first quarter \$7,377 which is 37% of their total budget so doing quite well. They have created a great community with lots of new volunteers. They are discussing being whether it would be appropriate and/or desirable to replace the book donation bins at the dump.

They have a great relationship with a woman who takes the unsold fiction books, and buys many books as well, to be donated to prisons.

Looking at some changes to the physical structure and layout of the store which may require a brief closure.

Summer concerts - two have been booked so far, including a Native American duo and a Hawaiian group called Hula-La geared towards children and families. There will be a total of four concerts happening after July 4.

CORRESPONDENCE: None.

DIRECTOR'S REPORT:

Building update -

Pavers at the front entry - Jessi has received a quote from Northern Oak to repair the uneven pavers at the entrance of the Library.

Landscaping front bed - Northern Oak will also quote the cost of ripping out the weeds in the front bed, mulching it and, in the spring, planting with a juniper ground cover that will provide coverage

and color year round. Any such project will still require an annual maintenance budget, particularly in the first years to allow the ground cover to fill in.

The Children's Room Learning Center funded by the SLF could be completed by the end of this week which might allow for installation prior to the SLF Mini Golf event.

Jessi got a price on replacement of seating in the Children's Room.

General Library News-

2024 Trustee meeting calendar distributed as previously approved.

Library Assistant Director - Jessi stated her appreciation for all that Ann Lattinville brings to this new role.

Adult Services Librarian - Jen Struzziero, the Children's Librarian, has chosen to transition into this new role in order to expand her horizons and still stay with the Scituate Town Library.

Children's Librarian - Jessi is struggling to find applicants for this role. This is due in part to Scituate being off the beaten path, but also to the fact that the salaries these positions offer do not cover the cost of living in Scituate and surrounding communities, something that other area libraries are struggling with as well.

Yearly review of accounts -

Year-to-date operating expenses were reviewed at this half-way point. Utilities are challenging the budget significantly. Otherwise, Jessi and her team are working very hard to manage it.

State aid - Scituate's total is about \$40,000 with \$20,000 due to come in shortly. This aid is very valuable in that, unlike amounts in the Town budget, it can be used to cover a broad array of expenses at the Library. Given this, Jessi is desperately hoping to maintain the current funding levels this coming year although it is anticipated that the next couple years will be difficult budget years.

Trusts are relatively nominal amounts and are highly restricted. They were significantly depleted for the building project.

The gifts funds are slightly less restricted but also used more often recently given the tight budgets. Current gifts often go out the door towards memorials for which they were donated. Thus Jessi will be relying more heavily on the Friends and SLF in coming years.

Miscellaneous -

The Library will be closed Monday, 2/19, in observance of Presidents Day.

Annual Report - Circulation at 283,436 items, which represents a nominal increase over 2022.

However, foot traffic has increased 22% over 2022. This isn't surprising when seeing meeting room use up 8% and study room use up 18%, not to mention significantly increased computer usage.

This substantially increased foot traffic in the Library is a challenge for a minimum staff level.

Commission on Disabilities Fair - March 9 at 10am-1pm in the High School gym.

Incident Reports: None.

The next meeting (hybrid) date is March 11, 2024 at 6:30 p.m. (Hybrid).

Motion to adjourn was made at 7:56 by SK, seconded by CS-H and unanimously approved.