

Scituate Town Library Board of Trustees' Meeting Minutes

Monday, January 13, 2020

7:00 PM

Scituate Town Library – Local History Room

Attendance: Jessi Finnie, Kevin Carleton, Elizabeth Holthaus, Sheila Kukstis, Pat Murphy, Chris Mirarchi, Carol Sullivan-Hanley; Ginny Ayers represented the Foundation. Jon Belber and Carla Nee were present representing the Scituate Farmers' Market

Meeting called to order at 7:01

- Approval of December 9 minutes – minutes approved
- Public Questions and Comments-none
- Correspondence-none
- Foundation update – Ginny reports that the year end mailing went out. This was a targeted mailing. It was successful for the Foundation. A recently deceased Scituate resident's family has asked that donations go to the Foundation. Carol mentions that she received a Foundation donation request in her water bill. (At the February 10 meeting, Carol clarified that she believes this bill came in general mail and not the water bill). No one else reported that they received one and Ginny did not know anything about this. Foundation looks to finishing the signage, setting up group donations and work on more advocacy. Kevin asked about a donation that is working its way through probate.
- Director's report
 - Building updates
 - Sidewalk—Rose Construction has come out and marked the new route. On January 14th the architect, building inspector and Rose Construction will be out reviewing it. This will be ready as soon as this is to everyone's satisfaction. The construction materials that are there now are dangerous.
 - Windows (broken seal)—these will be placed and the library will pay the construction costs. This has been delayed because of winter weather and will be deferred until the spring. The company has agreed. A late April early May installation is expected.
 - General Library News
 - Proposal to Host Scituate Farmer's Market- Carla Nee and Jon Belber request that the Scituate Farmers' Market move to the library grounds from 3-6 on Wednesdays, occurring before the concert series on concert dates. They would like to do this from early June to late October. They have discussed having a different theme every week of the market. The area proposed would be on the side of the library where the concert series takes place. Elizabeth asks whether they hope to attract more vendors if they have this on the library property. Jessi asks about the number of vendors. A question was raised about funds and whether the Scituate Farmers' Market is a non-profit. Jon and Carla said that they are seeking non-profit status at this time. A concern was raised that if they were not a non-profit there may be a precedent setting. This was voted and approved.
 - Art subcommittee (update) – This is slowly taking form. Jessi has presented this to the Advisory Committee. Some people have been recommended and Jessi is meeting with some of these people. Jessi is looking for an initial meeting in February and then will present to the trustees.

- “Noon” Year’s Eve- very huge group (250 people) came out for this. It was very fun and will be repeated.
- State Aid Certification and Funding- First payment has been received and the second payment will come in the second half of the yaer.
- Donation from Scituate Education Alliance (SEA)- SEA is just about disbanded and have approached Jessi about a donation from what is left in their bank account. This needs to focus on materials- books, library of things, etc. This is for children and teens.
- Summer Learning Grant (awarded)- The library has received a summer learning grant (1170) for Mindful Mornings.
- LSTA Grant (training 1/14, draft due 2/20, final grant due 4/7). This federal grant will be applied for. This year the focus is on culinary literacy. There is much work on both the application and reporting sides. This is for up to \$10,000.
- Action Update to Strategic Plan, submitted (see reports)- Jessi will email this out to trustees and will be moved to the February agenda. Jessi feels they are mostly on target.
- Possible tree donation (update)- Jessi met with the town planner (she is a landscape architect) about this and she will suggest possible trees
- Senior Library Technician position – Ruth Potter started on December 16th. She has already started taking over the room booking. She has had a great start and Jessi feels is a great addition to the staff.
- New business
 - Reminder:
 - Library Legislative Breakfast, Paul Pratt Library in Cohasset, 2/21/20 (7:30 a.m.)
- Next meeting date—February 10, 2020
- Adjourn at 7:40.