

Scituate Town Library Board of Trustees' Meeting Minutes
January 9,2023
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.

In attendance: Trustees-Kevin Carleton, Elizabeth Holthaus, Sheila Kukstis, Chris Mirarchi, Pat Murphy(remote), Carol Sullivan-Hanley(remote).
Director - Jessi Finnie. Assistant Director-Brian DeFelice. Library
Foundation - Joe McNally(remote).

APPROVAL OF MINUTES:

Motion to approve minutes by CM and seconded by CSH. Minutes were unanimously approved.

SCITUATE LIBRARY FOUNDATION:

The Foundation meeting will be January 11, but starting in February the meetings will be held on the first Wednesday of the month.

Working with the Friends on finalized donor software.

Reviewing signage (plaques) in the library.

Future focus will be nurturing donors rather than holding events.

There will be 3 vacancies on the SLF.

FRIENDS OF SCITUATE TOWN LIBRARY:

Learning new Kindful software with the SLF.

Over \$800 was raised at the craft fair in December.

Received a \$500 grant from the Scituate Cultural Council.

Christmas sales in the bookstore were good.

Besides the publicity committee the Friends will start a community outreach committee.

CORRESPONDENCE:

After receiving a letter inviting him to a meeting of the town Economic Development Committee, Kevin Carleton reports that 30 organizations were invited. The focus of the committee is to promote Scituate. The Library's role will include promoting sales at the Friends' bookstore and encouraging visitors to attend music programs. A Little Free Library will be set up at Peggotty Beach and will be stocked by the Friends.

ASSISTANT DIRECTOR REPORT:

Second week of charging for printing went off without a hitch.

DIRECTOR'S REPORT:

Building Update

Thoreau's Waye - Work is mostly complete except for the connection of the water retention tanks to the garden itself. This will be completed after the generator is connected. More plants donated by the Goulding family will come in the Spring. Metal side rails for along the pathways will be installed. The paths are ADA compliant.

Boiler - It has been slow to get the work going but the 2nd boiler is functioning.

Fireplace - August West installed a new remote and suggested maintenance should be done on the fireplace every 2-3 years.

Plexiglass - Waiting for Facilities to install.

KI "Wiggle Room" spaces - The quote to design and install was double original estimate so alternative solutions are being investigated to provide additional study rooms.

Children's Play- Foundation purchased \$500 worth of sensory toys for the children's room with more projects planned. Presently looking at alternative companies for custom made items.

General Library News

Schedule challenges - Commendations to Kristina Gilberti for ably managing to keep the library fully staffed despite the challenges of Covid, Flu and RSV!

SHS Drama Club- presented 2 programs in the library for younger patrons. There were about 80 attendees and most of the work was done by the high school students who managed to keep the kids entertained and engaged. Hopefully the club will be interested in continuing to volunteer their time and talents in the future.

Updates from OCLN - Quipu is a statewide program supported by the MBLC which would allow patrons to obtain library cards through an online registration system in a variety of languages. The program should be implemented in the coming year. OCLN is also considering a software program, Library IQ, which collects data and statistics that will allow the Library to run various reports which will be especially helpful for strategic planning. A vote will be taken as a network whether to purchase this software or not. Jessi Finnie feels it will be of great value and is in favor of its adoption.

Printing charges - Charges have been resumed, but teens and children are exempt from the charges.

State Aid - The largest state aid payment was received last year. If the award remains the same then the Library will receive almost \$40,000 which can be used at the Director's discretion.

Possible use may be to purchase desks for the Staff room.

Half day closure on 12/16 - The proposed training session was postponed due to a spike in Covid and may be rescheduled for April.

Staffing - Jennifer Garretson was hired to fill a PT position in the Children's room.

Miscellaneous

Incident reports -12/14 A Library staff member received a verbally abusive phone call from someone demanding that they locate a patron in the library. After the caller hung up the police were notified and asked to do a wellness check on the caller.

12/15 Police were called when a child was reported missing but the issue was quickly resolved when it became apparent that the child was actually hiding.

12/16 The roof was leaking onto a computer desk. Water was dripping from a beam at the top of the lantern. A roofing company replaced shingles but flashing around the lantern is buckling at the seams. Proper repairs may require rigging inside the library.

Dates for the April and October Board of Trustees meeting need to be changed due to conflict with Town Meeting and Indigenous People's Day.

Motion to change the April meeting to April 3 by SK and seconded by CM unanimously passed.

Motion to change October meeting to Oct.2 by CSH and seconded by CM unanimously passed.

Motion to adjourn meeting by CM and seconded by CSH passed unanimously and meeting adjourned at 7:29

Next meeting date: Monday, February 13 6:30 PM (hybrid)