

Scituate Town Library Board of Trustees' Meeting

November 8, 2021, 6:00 PM

Scituate Town Library – via Zoom

Meeting called to order at 6:01 pm

In attendance, roll call taken: Jessi Finnie, Kevin Carleton, Pat Murphy, Carol Sullivan-Hanley,, Elizabeth Holthaus and Joe McNally (SLF President). Also present is Brian DeFelice, Assistant Library Director. Absent:Chris Mirarchi

- Approval of minutes, as corrected- Carleton, aye, Murphy- aye, Holthaus- aye, Sullivan-Hanley, aye.
- Scituate Library Foundation
 - Update - There is not a lot going on. The SLF gave a tour of the library last week with a family who would like to make an “in memorial” donation and perhaps also a donation such as a granite bench. The SLF is also looking at the landscaping and will be meeting with the Beautification Commission tomorrow. Jessi speaks about the town’s very specific criteria for the benches. A new treasurer is also joining the SLF.
- Friends of the Scituate Town Library Update (via Elizabeth Holthaus) - Elizabeth has no new news. Last month the Friends closed out the year. Nancy Murray-Young has come on board with the Friends and is handling social media. The Friends will also be looking for new signage. A large bin was put in front of the Scituate Marketplace to collect books from a vendor. A member of the Friends has negotiated a deal to have the bin removed and The Friends will contribute in some way.
- Director's report
 - The Friends withdrew an agenda item from this month’s agenda about new signage and this will come to the trustees probably in the next month.
 - Building Updates
 - Discussion of grounds/landscaping - Jessi discusses the meeting with the Beautification Commission. Jessi has since gone to the town administrator as the meeting was discouraging. Jessi’s job description does not include overseeing maintenance of the grounds and she would like clarification on this. The town administrator is fine with the Beautification Commission’s proposal but Jessi is not as comfortable- especially in regards to the work being done by volunteers who are under either The Friends or SLF. Jessi also feels that funding should be made for a professional landscaper at least a couple times a year. Kevin Carleton also weighed in on the meeting. He felt the Commission was a bit critical and Kevin came away a bit discouraged as well. A question was asked about what other towns may do in terms of library landscaping. The Commission mentioned that there may be \$10,000 that could be allocated to take care of specific landscaping at the lily turf on the hill. A suggestion that perhaps a landscaper could take this on also was discussed. Discussion centered on that this should be a

budgeted line item moving forward. A range of options to be considered would be helpful and is requested.

- General Library News
 - COVID-19
 - Outdoor programs are being wrapped up. There will be a hiatus from programming. The library is short staffed at this time and time will be needed to get any new staff up to speed.
- Staffing
 - Assistant Director - Brian DeFelice is now on board.
 - Senior Library Technician (for Tech) - Colleen Snow, who served in a previous library position, is now on board in the Senior Library Technician position.
 - Full-time library technician- final candidates will be interviewed tomorrow.
 - Part-Time Library Technician (Children's) - First interviews start tomorrow.
 - Senior Library Technician (for Teens) Rachel Stone has also resigned. She has taken a Master's level position- this will be posted soon.
- Programs
 - Dig In - This program was held last Sunday and the program was fantastic . Unfortunately, only 50% of those registered showed up. Perhaps overbooking may help to get the programs more fully attended.
- FY23 Budget Meetings
 - 11/8 Town Administrator meeting today.
 - Copy of FY23 budget packet - Jessi presented her budget to the town administrator today. She did not get any sense of what may be supported or not supported. The rising cost of ebooks and print books was the reason for the increase in that line item. Jessi would like consideration for an increase in conference budget and tech services. Jessi noted that a couple of lines were omitted last year and she did not know the reason and asked that those line items be reinstated.
 - Goal 1- the biggest goal- is staffing, especially around teens'/children's positions. Using subs in the library is something that is being considered by the union and town.
 - Goal 2- Jessi would like to start taking steps to be a fine free library. Children's and Young Adult may be the first step for fine free. For seniors, at 65, the card would be fine free. Jessi would like the Trustees to email the Select Board if this is an important issue for the Trustees. BPL just went fine free.
 - Goal 3- work with the Town to bring the CPC project to fruition.
- Power outage, library closed 10/3 & 4 and reopened on Friday November 5th. The generator is moving forward slowly.
- Active Inclusivity - There have been some incidents at the middle and high schools that groups have felt marginalized. While the incidents happen in the schools, the library wanted to send the

message that the library is a safe and welcoming space. The library is using Wish Tree project book, as a base and asks that members tie a note on the tree that will communicate inclusivity.

- Members Council
 - Additional databases approved - NYT puzzles and activities; Black Lives in America; a database for obituaries as well.
- Library art
 - Painting donation (VOTE)- Joann Papandrea's family would like to memorialize Joann and donate a painting. Becky O'Toole also has offered to donate a painting. Jessi has not been informed of policies from other libraries.
- Miscellaneous - Jessi notes that it has been almost 10 years since the Trustee by-laws have been updated and requests that a sub-committee be formed to review and update the by-laws. Jessi will send out the by-laws by next meeting for our review.
- Incident Reports
 - 10/15, Patron injury - a teen fell on the walkway and scraped a knee. No medical attention needed. There have been some incidents of some disruptive teens, a bit too rambunctious. Jessi feels that this will resolve itself.
 - 10/21, Disruptive patron - The police was called for this incident.
 - 11/4- Another disruptive patron through a phone call. The police and social worker were notified. This is a known patron.
- Next meeting date: Monday, December 13, 6:00 p.m.
- Reminder: Library Closed Thursday, November 11, Veteran's Day; Library closes at 5 p.m. on 11/24, closed all day 11/25 & 11/26.
- Adjourn at 7:26 pm-Carleton, aye, Murphy- aye, Holthaus- aye, Sullivan-Hanley, aye, Kukstis-aye.