

Scituate Town Library Board of Trustees' Meeting Minutes

May 8, 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, Chris Mirarchi, Pat Murphy, Carol Sullivan-Hanley.

Director - Jessi Finnie

Library Foundation - Joe McNally

APPROVAL OF MINUTES:

Change spelling of Director's name from Jessie to Jessi. Minutes to be approved at next meeting.

SCITUATE LIBRARY FOUNDATION:

The town wide mailing of 8300 documents at a total cost of \$4,760 has received good feedback. The major goal was to put info on SLF in front of a lot of people. As of this meeting there have been 70 donations between \$10 and \$1500. This campaign will run until the end of May. Members of SLF will visit other libraries to see various sensory displays for the children's room. This will be the top item for their June 7 meeting. The budget for the display is \$30,000. The Goulding family has requested that the ribbon cutting for Thoreau's Way be held in September.

SLF will meet with Selectboard on June 13 to review MOA's

SLF has organized 2 sub-committees for donor management and investment.

There will be no July meeting.

FRIENDS OF SCITUATE LIBRARY:

In an effort to see how the donor drive is going the Friends are separating out memorial donations and regular donations.

The budget was increased by \$5,000. An emphasis was placed on raising money for the summer concert series and a drive for more volunteers.

CORRESPONDENCE:

State aid is \$38,475.56 and will likely be the same next year. The current governor is very supportive of library networks and technology.

VOTE ON ABBREVIATED DEI STATEMENT:

"This is a meeting of the Scituate Library Board of Trustees, and we acknowledge the Commitment to Diversity, Equity, and Inclusion statement."

Motion to approve by KC and seconded by CM passed unanimously.

ASSISTANT DIRECTOR'S UPDATE:

Jessi mentioned the increased IT requirements for all staff.

The elementary schools would like to arrange field trips to the library. This would be a wonderful connection between the schools and library but will require a lot of staffing. Jessi emphasized the need to discuss with the Selectboard an increase in staffing to adequately serve the community.

#### DIRECTOR'S REPORT:

##### Building Update -

Benches - A suggestion was made to install memorial benches on the Library grounds. There is no mechanism in place to determine where and how many. KC suggested that the architect for Thoreau's Way might be contacted to view the site and make some recommendations.

Generator - Successfully installed!

Thoreau's Way - Due to generator install the final punch list is not yet completed.

Children's Room - Jessi thanked the SLF for their support of this project.

Signage - Some signage has been ordered and other wayfinding signage is still to be determined.

Office - The new desk is installed but currently working with the electrician on power and data access.

##### General Library News-

OCLN - On May 31 all directors will be involved in a retreat to give input into the Strategic Plan for the OCLN

Staffing - Leanne Arthur will be retiring at the beginning of June. The Library currently has 3 subs who are well trained.

##### Miscellaneous-

Strategic Planning budget will be addressed at the June meeting.

On 4/28 there was a full town training session on implicit bias and conflict/resolution.

Staff Development Day - On May 4 when the library was closed for the generator install, all staff participated in a review of library policies. This was especially helpful for new staff members.

MLA - Brian and Ann and a number of staff members will be attending the annual meeting.

The next meeting date is June 12, 2023 at 6:30 p.m. (hybrid). There will be no meeting in July.

Motion to adjourn was made by CM and seconded by PM. The meeting concluded at 7:26 p.m.