

Scituate Town Library Board of Trustees' Meeting Minutes

October 11, 2022, 6:30 PM

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.

Director-Jessi Finnie. Library Foundation - Joe McNally.

Absent: Sheila Kukstis, Carol Sullivan Hanley

Meeting began at 6:33 PM

APPROVAL OF MINUTES:

Minutes modified with minor changes in spelling. Motion to approve by CM and seconded by EH. Minutes unanimously approved.

SCITUATE LIBRARY FOUNDATION:

Focus is on revamping mission statement to reflect how Foundation can support the Library, not just a capital campaign.

Ongoing work on policies and procedures.

Committee to meet with Jessi re: children's room

FRIENDS OF SCITUATE TOWN LIBRARY:

Various book dealers come into the 2nd Chapter Bookstore to scan the collection with the purpose of buying books. This year's numbers were disappointing.

Will participate in the craft show at the High School in November

Annual push for donations is going well.

CORRESPONDENCE: None

ASSISTANT DIRECTOR UPDATE:

Patron computers in.

Charges for printing will begin in a few weeks.

Children/teens print free.

New screen in small conference room.

Large screen arrived damaged and was returned.

Refunded to general fund and new screen purchased thru Amazon.

BYLAWS

DISCUSSION: Tabled

DIRECTOR'S REPORT:

Thoreaus's Way - Ready to go. Jessi arranging a meeting with architect Eric Kluz and Northern Oak

Generator - Pouring the cement for the generator pad. Gas line to street must be widened to accommodate generator. Generator is about 1 year away due to supply chain issues.

Fine Free- Roll out November 1. LOT and chrome books will continue to accumulate fines. Charges for damaged items.

Budget - Jessi will meet with Jim Boudreaux to discuss needs on 10/13. Materials and supply costs have increased. EBook demand has increased but print demand is not significantly lower. There needs to be increase in budget for EBooks because of the cost and also because EBooks have a limited number of times they can be circulated. State aid and donations to the Library fluctuate year to year.

Staffing- Noel Micarelli will join staff on November 4.

Programs - Accessibilities Fair at the High School 10/22. How can the Library help?

LSTA Grant wrap-up - \$1,000 to the State.

LOT Policy - Limit of 3 items per checkout. Items usually don't renew but if there are no holds then renewal will be considered. Cleaning fee of up to \$10 will be assessed if necessary. Fines will be continued for overdue items.

Pandemic Report- The purpose is to document what the library did and the challenges the library faced. The document details what different phases of service looked like and recognizes what the staff did.

Incident reports -

9/1 - Child hit head on a door. Ice pack was provided

9/8 - Inappropriate use of a computer. If it occurs again the issue will be addressed with the patron.

9/21 - Child was missing but the staff was not alerted at first. A child fell on the stairs.

9/28 - 911 button in the elevator was pressed by a child

9/29 Window was broken when a stone was thrown up by a weed whacker. Window must be ordered.

10/1 - Water came up through a drain.

10/8 - Patron hit head and Fire Dept was called.

Motion to adjourn by CM and seconded by EH

Meeting adjourned at 7:26 PM

Next meeting date: November 14, 2022, 6:30 PM (Hybrid)