

# **Scituate Town Library Board of Trustees' Meeting Minutes**

## **Monday, September 9, 2019**

### **7:00 PM**

#### **Scituate Town Library – Large Conference Room**

Attendance: Jessi Finnie, Kevin Carleton, Elizabeth Holthaus, Sheila Kukstis, Pat Murphy, Chris Mirarchi,.  
Meeting called to order at 7:07

- Approval of minutes
  - June 10- approved
  - July 8- approved as amended
- Board Reorganization (VOTE) – the following positions were nominated and approved for one year:
  - Sheila Kukstis- Secretary
  - Chris Mirarchi–Vice Chair
  - Kevin Carleton- Chair
- Public Questions and Comments -None
- Correspondence – Les Ball passed along the LSTA grants and suggested that the library consider applying. The Civic Engagement piece was especially of interest and Jessi feels that more work needs to be done to review before considering this. It will be looked through to see what opportunities are there this year. Kevin Carleton attended the Mass Library Trustees Association meeting held here last Friday. He spoke about what others discussed in regards to naming opportunities and the appropriateness of some businesses' names and businesses on naming opportunities.
- Foundation update - None
- Director's report
  - Building project updates
    - Sidewalk-This has not been started yet. Many dates have been given for a start date with no start yet. This may need to go before the Board of Selectmen to review this and how to best move forward with this company. The OPM has not been very responsive. Jessi has been keeping the Town Manager up to date. Jessi will make sure that the Public Building Committee is also aware of this.
    - Voice/Video System- The security company (BCM) is wrapping up the install of the system that will allow patrons to buzz in from the lower level.
    - Chris Mirachi passed on to Jessi that he received a complaint about the bed in front of the library. Jessi has contracted to have this taken care of twice a year. Jessi may consider a capital project to address this area. Suggestion that a volunteer group “adopt” this area. The Beautification Committee denied this request. Suggestion to consider artificial grass. Jessi suggests that the Trustees contact the Beautification Commission to have them reconsider.
    - Les Ball was given a picture of the Boston Harbor that he would like to donate. Jessi would like to have a committee that would make suggestions to the trustees for approved donations. Jessi is not comfortable accepting donations on her own. She communicated this to Mr. Ball.
  - General library news
    - Flagpole-Digging the hole and sleeve on Friday. The pole is coming next week. Jessi is looking for more information about what the set up process is. Jessi is also looking for more information about solar lighting for the flagpole.
    - CORSE Intern (update)-There was a great intern this summer and he would like to come back during the school year. He was from Scituate high school.
    - Review of updated Patron Behavior Policy (VOTE)- Discussion by the Trustees about the policy with questions, clarification and suggestions. One suggestion was to have an introductory paragraph. Jessi addresses in particular the point about taking pictures and

people who wear body cameras and refuse to be filmed and this will fail a First Amendment audit. Kevin Carleton suggests adding information about a patron appealing a ban from the library when a patron has been asked to leave for a period of time because of an infraction of the policy. Jessi will make suggested edits and additions to be voted on next month.

- Review of Annual Report – Discussion re: any edits and suggestions. Trustees were very impressed by the format and information presented in the report.
  - Miscellaneous – Jessi brings up the evaluation of the physical space and purchase of furniture for display areas. Jessi presented a list of suggested purchases to help fill out these areas. Overall cost is approximately \$10,000. In addition, a white board has been purchased. A laser pointer and noise cancelling headphones are other items that Jessi would like to purchase.
  - Jessi wanted to give a heads up about parent groups with diverse points of view on school reading materials- one concerned about censorship and the other concerned about suitability of recommended materials.
- Incident Reports
    - 7/12—Elevator incident- mid-July two children walked into the elevator, the door closed and they could not get back out. These were small children so it was unclear whether the children did not know how to operate the elevator or if there was an actual elevator issue. The elevator was shut down and the elevator company came out. They did not see any issues. Some settings were adjusted to help it work better.
    - 8/7—Parking lot incident- There was a patron here this summer who allowed two toddler children in the bike rack area and the children wandered into the handicap area and in the parking lot. The patron took umbrage at the suggestions that the children could be hurt. It did work out well eventually.
    - 8/9—Broken window- College summer DPW workers were weed whacking by the teen area. This is an area that is made up of many rocks and one of the rocks went through the window. The window has been fixed. It was about \$600.
  - Next meeting date—October 7, 2019
  - Adjourn at 9:03