

Scituate Town Library Board of Trustees' Meeting

Monday, November 9, 2020, 4:00 PM

Scituate Town Library – Video/Call-in Meeting

Present on video call: Jessi Finnie, Chris Mirarchi, Kevin Carleton, Sheila Kukstis, Carol Sullivan Hanley, Elizabeth Holthaus, Pat Murphy. Ginny Ayers represents the Library Foundation, Karen Canfield represents the Board of Selectman

- Meeting began at 4:01
- Roll call taken
- Approval of October 9 minutes as amended
- Foundation update- Recently Ginny Ayers, Joe McNally and Marla Minier went through the library looking for additional naming opportunities and did find some. Ginny will write up what is currently naming opportunities and a proposal for additional naming opportunities to present to the trustees for approval. The Foundation is still taking in donations on behalf of Evelyn Finnegan. Kevin suggests that perhaps the Foundation could work with the Scituate funeral home to gently inform families of an opportunity for donations that may be made to the library on behalf of the deceased. There was some discussion about opportunities to educate the public to think about the library while estate planning. Ginny reminds the trustees that the Foundation is still down two people and asked if anyone could recommend candidates. Ginny says that she will be attending the CPC meeting tonight (November 9th) on behalf of the Foundation about the Goulding Family project.
- Director's report
 - Jessi informs the Trustees about a situation that has arisen. The library has been approached by the PRIDE Committee to establish an LGBTQ section of the library. Jessi feels that isolating collections is not the message nor the best approach to represent the LGBTQ community. This is based not on personal perspective but based on research and trainings and based on what other libraries have done. Jessi also feels that potentially this could have some patrons not feel comfortable approaching the section as some patrons may prefer anonymity to what books they choose. The library is also trying to reflect a diverse audience in everything that is purchased. Anytime now that a display is put up, a deliberate attempt is made to represent a wide variety of the community. Elizabeth asks if Jessi knows whether this request is about an ability to find books that reflect the LGBTQ community and, if that is it, whether there is a better way to address that. There is a precedent set when the trustees were asked earlier to have a permanent Irish collection.
 - Building Updates

- Goulding Project/CPC Application- There is a meeting tonight to review the CPC application. Jessi will be present.
- Computer network changes
 - Savings from Comcast- There have been many server changes which have caused minor difficulties but the changes may allow a \$250 fee to be removed.
- LED lighting project- There is testing going on right now for spots the library that can have an LED lighting switch. Fixtures and most ballasts will not need to be removed. This is going through an energy saving grant so there is no charge to the library. The energy bill has skyrocketed so this would be a good change.
- General Library News
 - COVID-19
 - Reopening update- Visitor statistics have been going up. There was a bit of a spike a few weeks ago, 180 or so visitors a day. Most people are not there for long. The computers are getting a lot of use, though. Pat asks whether Governor Baker's new guidance will change anything. Jessi says that will not affect the library. Nearly 34,000 items have been circulated since August. Scituate is still one of the few libraries in the area opened. There is quite a bit of non-Scituate foot traffic.
 - FY22 Budget (level-services funded). This budget has been submitted by Jessi. Some line items have been reduced. Jessi would like the Town to consider being a fine-free library. At this time, there are no late fines imposed. The funding coming from fines are not that substantial and Jessi would like this to be considered and is confident that this would be a positive.
 - 11/10, Meet with Town Administrator
 - 12/10, Meet with Advisory
 - 12/15, Meet with Board of Selectmen
 - ALA Grant Opportunity for Small Libraries- This is mostly a discussion-based grant. Jessi and Ann have discussed this and will most likely submit an application by the December deadline.
 - New website- This was supposed to come out this week but will be delayed a bit so the library staff can review the content before launching. Jessi is hoping to launch next week.
 - ARIS - This has been completed.
 - State Aid is completed. The library should be approved
 - Circulation Supervisor- Kristina Gilberti interviewed for, has been offered and has accepted this position. Her former position will be posted. The Children's position interviews will take place next week; this job description has been changed to state that an internal candidate without a master's degree may apply as long as they agree that they will work on

their master's program. The internal candidate would start at the pay scale reflecting non-master's degree. There have been some changes made to the job description. If the Circulation Supervisor does not have a master's degree it will be on a different line in the pay scale.

- SORA/Middle School is complete. This is now live for the middle school. For this year, the State has picked up the fee. The librarian in the school must have a master's degree for the school to be eligible to be part of SORA. Right now this only exists at the middle school in SPS.
 - Friends Update- The Friends have set up a lobby sale on the honor system. They are accepting donations now.
 - The library is closed on 11/11 for Veteran's Day; closing at 5 p.m. on Wed., 11/25 and closed all day 11/26 & 11/27 for Thanksgiving.
 - Some discussion about Monday's Town Meeting and which department heads need to be present.
- Next meeting date—December 14, 2020, 4 p.m.
 - Adjourn at 5:08