

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

**Monday, September 14, 2020, 5:00 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.

- Meeting began at 5:02
- Approval of minutes- minutes approved with unanimous vote.
- Foundation update
  - Peter Lincoln is now the reporting secretary for the Foundation. Jessi shares the sad news that former children's librarian Evelyn Finnegan passed away.
  - New Foundation member candidate, Kate Bowler (VOTE)-Candidate approved unanimously.
- Director's report
  - General Library News
    - COVID-19
      - Reopening- Library has now been reopened for six weeks and all seems to be going much better than what was anticipated. SPL is still one of the only libraries open on the South Shore. Braintree is also open now. One library in network is allowing some seating but in Jessi's opinion the SPL should remain where they are at present. Kevin Carleton asks about the possibility of reaching out to the school superintendent about the library not being able to provide study space. Jessi will focus on the positive of what the SPL is providing. At this time, study rooms are being used for staff workspaces. There has been not a lot of pushback on the closed stacks. Curbside is still being used a lot. There are about 160-200 patrons a day. There are patrons from other towns but not something that is not doable. Not too many issues with mask usage.
      - Staff survey- A week and then a month after the reopening staff were surveyed. The results are overall positive. It is just the six foot distancing that has been a challenge. Children's Room appointments have been going well. There have been many times before with 50-70 patrons in the Children's Room, the reduced numbers has provided a nice change of pace that has allowed more personal interaction. ARIS is due 10/2. Jessi notes that it seems to be less than 200 items in the difference between last year and this year. E book collection use increased during the past six months. It should be noted that SPL was on track to have a big year before closing. Jessi will be analyzing the statistics a bit more

closely. A question came up about the use of FY 21 electricity. Twenty percent of line item budget has been used since July 1 . Jessi will check on this- it could be air conditioning. Kevin Carleton asks if some of the cleaning supplies will be reimbursed through COVID funds.

- Friends Event, 8/30- This event was approved by Jessi and the Town Administrator. The Friends did the bulk of the work. This event was to honor a volunteer for her service to the Friends. All proper safety protocols were observed.
  - Staff retirement- Susan Pope retired with her last day Saturday, September 12th. Her position has been posted internally. Galen Cuniff resigned at the start of September with her last day September 6th. Both positions will be filled.
  - Jessi reviewed her Fall 2020 schedule.
  - Fall program planning- Staff is still reviewing and reflecting on what/if programming will happen this fall. Take and Make Crafts will happen once a month. There may be some virtual programming for adults and teens.
  - State Aid (due 10/16)- Although numbers have not been crunched yet, Jessi is reassured that the hours that SPL is open now, even though it is below minimum requirements by a bit, are enough. Jessi does not think this will be an issue this year. Jessi does think some accommodations may be made in light of COVID.
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- Next meeting date—October 5 at 4:00 pm.
  - Adjourn at 5:44 pm- unanimously approved.