

Scituate Town Library Board of Trustees' Meeting

January 10, 2022 6:00 PM

Scituate Town Library – via Zoom

In attendance, roll call taken: Trustees- Kevin Carleton, Pat Murphy, Chris Mirachi, Sheila Kukstis, Elizabeth Holthaus; Carol Sullivan-Hanley joined at 6:09; Karen Canfield, Select Board Liaison; Assistant Director Brian DeFelice, Director Jessi Finnie; and Foundation representatives Ginny Ayers, Joe McNally

- Approval of minutes - Approved as moderately modified- Ayes- Elizabeth Holthaus, Sheila Kukstis, Pat Murphy, Chris Mirarchi, Kevin Carleton
- Beautification Commission -Jessi sent earlier a communication to the trustees that she had with the landscaper in the original project. The communication held out some hope that the lily turf is in good shape. If the Beautification Committee is correct in its assessment, then the approach will need to be more aggressive. Jessi feels, with this communication with the landscaper, that there can be remediation of the slope. Jessi would like to ask the Beautification Committee to consider funding the work with the existing plantings to get those rehabbed. If, in the Spring, after further review of the slope, this cannot be rehabbed, then ask the Beautification Committee to help fund pulling up the plants in the slope. Ginny Ayers spoke about her thoughts on what the Beautification Committee was offering. Jessi explained that the weather last year, with the amount of rain coupled with no attention to the area, caused much of this problem. Karen Canfield noted that the knotweed is along the perimeter of the parking lot.
 - Slope Proposal (VOTE)- Motion that the library proceed for this coming season and welcome the Beautification Committee support in rehabbing the existing plantings and moving forward - Ayes- Holthaus, Kukstis, Murphy, Mirarchi, Carleton, Sullivan-Hanley
 - Adopt-a-Lot Proposal (VOTE)- Approved a motion to have the Beautification Commission adopt the lot of the back patio lot. Ayes- Holthaus, Kukstis, Murphy, Mirarchi, Carleton, Sullivan-Hanley
- Scituate Library Foundation
 - Update - The first 2022 meeting was last week remotely. Among the items were moving on a new treasurer, changing to Quickbooks, working on donor management and approving a tech purchase for the library. The Foundation is hoping to do events in 2022, the most important being honoring the five year anniversary of the library opening. The Foundation will be creating a number of subcommittees. Thoreau's Way is moving forward as well. Ginny and Jessi met with someone (Eric) who is willing to move forward with helping with the bid project. He will help coordinate with the engineer with the commitment of the engineer will be less that \$10,000. The timeline is still not set but there is hope that this will be done by this summer.
- Friends' of Scituate Library
 - Update- Elizabeth H. reports that there is not a lot of news. The Selectboard met and approved the new Friends sign. There is a Friends' meeting tomorrow. Jessi states that an interior signage piece is on her radar.
- Director's report
 - Building Update
 - Exterior lighting- This is continuing to be worked on. Two electricians have come by to assess putting in new lights there and neither has come back as of yet.
 - IT/Tech upgrades- Brian is starting to look into getting quotes for new technology. There is one quote for an outside organization; the town IT has given a quote for hardware. Jessi would like a company that will take care of the full scope of the project, including set up and maintenance. Once there is at least one more quote, Jessi and Brian will set up a meeting with the town's IT director.

- General Library News
 - Staffing
 - Children's Librarian (open)- Second interviews wrapped up last week. There is a candidate that they would like to offer the position to.
 - Part-Time Library Technician for Children's (open)-This will be posted soon. Interviews will take place after the new Children's Librarian is in place.
 - Substitute Library Technicians- There has been an attempt to bring in substitutes for a year. There has now been an agreement that substitutes will be available. Funding will come from the unallocated part-time pool. State aid can also be used if the pool has been used up.
 - Covid protocols for staff- there have been positive cases and there has been a plan put in place. Staff can be back after Day 5 but must wear a mask.
 - Programs
 - Upcoming- A few (three) February dates are being pulled. These are in the beginning of February. If the numbers start to come down, later programs will be in place.
 - Hygge (Feb)- Most of the activities will take place in the library but are low key.
 - FY23 Budget Meetings
 - Advisory, 12/16- In general, as always, they were supportive of the library.
 - Selectboard, 12/21- Jessi notes that a new position is a tough sell. Jessi feels that there needs to be more clarity on what the position would exactly entail to propose a new position in the future.
 - Additional databases - New databases will be added.
 - Thoreau's Way Project update- see above
 - Miscellaneous- Brian DeFelice asks that the Trustees report back to him on the data that they would like to see and feel would be most the helpful reports.
- Incident Reports- None
- Next meeting date: February 14, 2022, 6 p.m. (VOTE)- Ayes- Holthaus, Kukstis, Murphy, Mirarchi, Carleton, Sullivan-Hanley
- Adjourn - 7:09 Ayes- Holthaus, Kukstis, Murphy, Mirarchi, Carleton, Sullivan-Hanley