

Meeting Acushnet Public Library Board of Trustees

September 15, 2020 (zoom) at 12 p.m.

In attendance: Jennifer Alves, Chair

Dina Brasseur, Library Director

Diane Ferreira

Nancy Francis

Danielle Guillemette

Jeri Howland, Secretary

Stephen Reale

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Secretary's Report

A motion was made by Diane to accept the secretary's report from August 25, 2020 and was seconded by Nancy. All voted in favor.

Budget Report

This budget report includes everything to date (September 14, 2020) and everything is on track. Nancy moved to accept the budget report and Diane seconded. All voted in favor.

Phased Reopening Plan

The Board of Trustees approved the phased Reopening Plan at the June meeting. Stage two is limited access to the building, starting with computer use only. The Town Administrator and the Board of Health support moving to stage two. The updated computer policy will be in effect before reopening since some parts of the old policy will not work with COVID guidelines. Computer time will be reduced to 45 minutes per session and will correspond to the library's open hours. The library is already printing and copying at the take-out window. It has been free but the library will soon be back to charging a fee for copying and printing. A six foot distance will be maintained and the use of laptops will be at the discretion of the library with the same use and timeline limits as the computers. The library will alternate available slots to allow for cleaning after each patron. The library has silicone sleeves for the keyboards which are easier to disinfect than the keyboards themselves, or another option is to swap out the keyboards between uses. There are also extra mice to swap out between users as well. The library is carefully considering how to reopen for other than computer use in the future since no other library in the immediate area is open for browsing. Re-opening for computer use will be the first test. Also, schools are just reopening so we will be following that as well. Dina is actively following what is happening with other libraries.

Nancy moved to accept the updated computer use policy and Diane seconded. All voted in favor.

Director's Report

Dina is nearly finished with the financial report (the second state report). It will be reviewed at the next meeting.

The growth of the take-out service has continued with 5040 items taken out. The book bundles have been well received by the public. There has been continuous growth of eBooks, a trend which Dina thinks will continue and will probably drive increased spending in the future.

All library staff are now involved in reader advisory services and there has been a lot of positive response from the public on the staff's choices.

The next meeting of the Board of Trustees will be Tuesday, October 20, 2020 at 12 p.m. on Zoom.

Stephen moved to adjourn the meeting at 12:40 p.m. and Diane seconded. All voted in favor.

Respectfully submitted,

Jeri Howland

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