

Meeting Acushnet Public Library Board of Trustees

July 28, 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

RECEIVED

2020 NOV -9 P 3:23

Secretary's Report

A motion was made by Nancy to accept the secretary's report from June 30, 2020 and was seconded by Diane. All voted in favor.

Budget Report

99.3% of the FY2020 budget was spent. The remainder of the budget goes to the general fund. Dina reminded the Board that the FY2021 budget is 10% less than initially requested. Dina reviewed the budget line by line, indicating that spending is right on track and pointing out that the SAILS and Tech Support lines, which are based on annual contracts, have been spent. Dina informed the Board that, thanks to federal funding, the SAILS contract wound up being a small percentage less than the original estimate. Stephen moved to accept both the final FY2020 and the first FY2021 budget reports, Diane seconded and all voted in favor.

Old Business

Jim Marot and his crew have been working on the pergola. A year ago, the Board's building committee got estimates for a pre-made product. It was originally planned to cover half of the deck, but Jim's custom design will cover the whole deck. Total cost will be \$4,492.00. The Sunbrella fabric to cover it will be \$1000. Wifi can be accessed from the deck and the library can set up one or two stations on the deck for computer access while the building remains closed to the public. Jeri moved to accept the quote of \$5,492.00 and to approve the transfer of \$2000.00 from unreleased to released funds within the Stock Gift Fund. Diane seconded and all voted in favor.

Reopening Plan

While a building reopening date was not discussed, Dina updated the Board on the Library Takeout service. The staff is comfortable with the system used for Takeout, including quarantining items for 7 days. On July 13, the hours were increased from 24 to 36 per week and morning and evening hours are included now. The building is normally open to the public 44 hours per week.

The book drop will be open soon.

United for Libraries

Through federal funding, the Massachusetts Board of Library Commissioners (MBLC) has paid for a statewide group membership to United for Libraries, a division of the American Library Association. Dina emailed information to the Board regarding this, as well as a welcome webinar that both she and Jen attended on Tuesday, July 28, 2020. United for Libraries offers courses and information sessions for essentially any library supporter – Trustees, Friends and staff. Both Dina and Jen noted how useful this information can be for Board members, especially as our own Board may be called upon for greater advocacy in the wake of COVID-19. Danielle noted that courses and information sessions can be reviewed at any time, which is helpful. Dina will send out the video link for the welcome webinar when it's available.

Director's Report

Summer Readers are enjoying Beanstack, the online tracking software we received through a grant from the MBLC. Staff has challenged readers to a community reading goal of 30,000 minutes. As of today, 27,577 minutes have already been logged, so the community goal has been raised to 40,000 minutes. In addition to earning badges through the software, Beanstack participants are also eligible for weekly prizes, like donated book bundles. The Read and Bead program is ongoing, and staff is offering weekly craft bags. 325 bags have gone out so far.

Staff noted an issue with bugs in the front vestibule. An exterminator was called in and determined that we had carpenter ants. The immediate area and the perimeter of the building have been treated.

Though the Friends of the Library had originally voted to suspend the Mosquito Squad service this year, now that the library is open for Takeout four evenings a week, they voted to fund a partial season. The Mosquito Squad will spray until the end of September.

Dina is working on the ARIS report, the first of two annual state reports. She will present this report, as well as the statistics for March through July at the next meeting.

There has been a 120% increase in e-book usage since February. Patrons are still using this service and making purchase recommendations. Dina takes these into consideration when adding to the OverDrive collection.

The library has a food donation bin for the Shepherd's Pantry and will put out a call for donations soon.

The next meeting of the Board of Trustees will be Tuesday, August 25, 2020 at noon.

Nancy moved to adjourn the meeting at 12:57 p.m. Diane seconded and all voted in favor.

Respectfully submitted,

Jeri Howland

RECEIVED
2020 NOV - 9 P 3:23