

Meeting Acushnet Public Library Board of Trustees

April 3, 2020

In (Zoom) attendance: Jennifer Alves, Chair

Dina Brasseur, Director

Diane Ferreira

Nancy Francis

Jeri Howland

Henry Preston

Stephen Reale

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Budget Revision

The FY21 budget request for \$285,595.00 was submitted in December. Due to the coronavirus pandemic, the Town Administrator requested a revised budget level funded to FY20 with an additional 10% reduction in expenses. In order to achieve this, the office equipment line was reduced by \$400, which should be fine as no major purchases are anticipated. The energy, buildings & grounds, Tech support, telephone and children's education supplies lines would stay the same. Education would be reduced from \$500 to \$100. SAILS needs to remain the same because it is a contract. The office supply line would be cut in half from \$2,000 to \$1,000. This should be OK since we currently have enough supplies. The purchase/upgrading books line would be cut from \$26,500 to \$22,500. The travel line would be eliminated completely. This is manageable as meetings may be held remotely. Some state aid could be used to compensate for the reduction in the office equipment and education lines. Level funding to FY20 would be \$278,412. The revised submitted FY21 budget would be \$278,645. The \$233 difference is in the library tech line and none of the salaries are affected. There is no impact to staff or to the public in terms of hours of service or materials. The number of programs offered will most likely need to be cut. We will probably rely more on the Friends or do programs inhouse. There may be more changes in the future. Dina is comfortable with these changes. Jeri Howland moved to accept this revision. Diane Ferreira seconded. All voted in favor.

Director's Report

All staff except Dina and Richard are working from home. Richard is spring cleaning and will do outside maintenance in the future. The library is communicating with patrons by email and phone. Mary did the book club by email chat. Sandra has put out a Lego challenge on social media. All staff are doing webinars and chatting through Google docs. All due dates have been modified. Items now due in April—may be changed to June by SAILS. The book drop is locked while the library is closed. Dina is working on the website, ACUPL.org, to include one page on Covid and one page for fun. All email addresses are on the website. Dina is also checking the answering machine.

A motion was made by Stephen Reale to go into executive session to discuss the Library Director's contract. Nancy Francis seconded. A roll call vote was taken and all agreed. Meeting was adjourned and the Board did not return to open meeting.

Respectfully submitted, Jeri Howland, Secretary

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