

Meeting Acushnet Public Library Board of Trustees

December 1, 2020 (zoom) at 12 p.m.

In attendance: Jennifer Alves, Chair

Dina Brasseur, Library Director

Nancy Francis

Danielle Guillemette

Jeri Howland, Secretary

Stephen Reale

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Secretary's Report

A motion was made by Stephen to accept the secretary's report from November 10, 2020 and was seconded by Nancy. All voted (by roll call) in favor.

Budget Report

Since the expense report was provided, this month's energy bill came in for \$618.51 making the total energy line at 32.4% spent. One of the formulas for the total salaries was not calculating correctly resulting in the same 20.2% spent out for the last 2 months. The formula has now been corrected. We are halfway through the fiscal year and the budget is in line at almost 50% spent out. Nancy moved to accept the budget report and Stephen seconded. All voted (by roll call) in favor.

Old Business

There is nothing new with the phased reopening and probably no changes coming soon. Library is still offering takeout service and computer use by appointment. November stats are not available yet but there were 533 pickups at the window and 80 craft kits distributed. Also, 36 computer appointments were made over the last two months. The library is still printing for patrons as needed (over 100 jobs to date).

New Business

The action plan, which is required by the state, is ready to be submitted. It is a way to review the 5 goals that support the strategic plan. There is no action from the state if the goals are not met, it is simply a way to stay focused.. For example, under goal 1, the library is working on the Betwixt section. They will continue to spend time to see what works while the building is closed, to do book bundles, and to customize bookmarks. We are currently not applying for any grants from the state. Nancy moved to accept the action plan and Stephen seconded. All voted (by roll call) in favor.

Scheduling problems arise when a holiday falls on any day except Monday. This year, Christmas and New Years Day are on a Friday. Under the old contract, the library was always closed on Christmas Eve and New Years Eve. This year the employees will take a half day holiday pay and use their own time off for a half day so no one will be working. Since this is not in the Union contract, the Board of Trustees must vote on this. Stephen moved to accept this proposal and Nancy seconded. All voted (by roll call) in

favor. As a result, the library will not be open on Thursday and Friday for both Christmas and New Years.

Director's Report

The number of overdue items is now down to 187. Today the library is mailing letters to those patrons that still having overdue items. If the items are returned, there will be no fees due. There will also be payment options if the items are lost. The library has no further actions planned to retrieve these items. Dina is reluctant to say that all fines will be waived because the money collected is used by the library and the library may get less in the next budget. Previously the Trustees voted to waive fees through 12/31/20. This will be revisited again at the next meeting.

The Creativebug account is ready to go. It is now on the Library website and Facebook. The staff will review the site and put together a kit to do at home. This will (almost) compensate for in-person programs since the Library is still not open.

The pergola has twinkle lights for the season and maybe through the winter that were provided by the Town.

The next zoom meeting of the Board of Trustees will be Tuesday, December 22, 2020 at noon and there will be another zoom meeting on Tuesday, January 12, 2021 at noon.

Nancy moved to adjourn the meeting at 12:35 p.m. and Stephen seconded. All voted (by roll call) in favor.

Respectfully submitted,

Jeri Howland

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