

Meeting Acushnet Library Board of Trustees

October 19, 2021

In attendance: Jennifer Alves, Chair

Diane Ferreira

Nancy Francis

Danielle Guillemette

Joan Howland

Stephen Reale

Dina St. Pierre, Library Director

Secretary's Report

A motion was made by Nancy to accept the secretary's report from September 7, 2021. The motion was seconded by Stephen. All voted in favor.

Budget Report

The library is in the second quarter of the fiscal year. Nothing notable in the budget except that the office supply spending is quicker than expected. There is State Aid available to cover the office supplies for the last half of the fiscal year. Stephen moved to accept the budget and Diane seconded. All voted in favor.

Old Business

The position on the use of the community room was reconsidered. It would be used for small groups (10 people or less), like the Friends of the Library or the book group. Everyone would still be required to wear masks. It would be limited to one group per day and temperature checks may be required. The staff will not be running programs until at least 2022 but they are comfortable with other groups using the room. Covered beverages would be allowed but no food at this time. Nancy moved to accept the change in policy with the addition of the wording on no food. Stephen seconded the motion. All voted in favor.

Work on the pavilion is underway. It is two feet taller than anticipated. Work will continue depending on the weather. Astroturf will be installed in the spring. The Trustees will need to work on a policy for the use of the pavilion in the future.

New Business

SAILS reports that 970 items have been lost from the Acushnet Library since 2003. There are currently 23,000 physical items in the Acushnet collection. Dina would like to clean up the catalog by removing items that have been set to lost for 10 or more years. There are 307 items lost from 2003-2011.

Removing the items will also remove associated charges from the patron's account. The library may start to clean up the catalog records every fall. One hundred titles have been lost since 2020. The library has been reaching out to those patrons frequently in the hopes to have the items returned.

Stephen moved to waive the blocking process for items lost for over ten years. Diane seconded and all voted in favor.

Financial Report

The financial report has been submitted to the state. The library has met all the state requirements (open to all Massachusetts residents, no charge for normal library services, open the minimum number of hours, director has a Masters in Library Science and 16% is spent on materials for direct patron use.) The library will know what the award is in December. The amount might drop this year due to the pandemic.

The Children's Room Assistant is leaving. This is the third vacancy on the staff since March. Dina feels that the children's room is the heart of the library and wants the Board of Trustees to advocate for the CRA to be a full-time position.

On the Trustees standing committees, Dina recommended combining the planning and personnel committees with no objection. The standing committees were updated and are as follows: Facilities – Diane Ferreira and Joan Howland, Finance – Nancy Francis and Stephen Reale, Governance – Nancy Francis and Stephen Reale, Planning/Personnel – Jennifer Alves, Nancy Francis and Danielle Guillemette.

Director's Report

Dina plans to collaborate with the schools on a literacy night in December and on the Beanstack program. The library will be part of the trunk-or-treat event. Classroom visits are a possibility. A grant has been submitted to the Acushnet Cultural Council for a summer concert series. The September circulation was the third highest September circulation on record.

The next meeting of the Board of Trustees will be Tuesday, November 16, 2021 at 4 p.m.

Nancy moved to adjourn at 4:55 p.m. and Danielle seconded. All voted in favor.

Respectfully submitted,

Joan Howland