

Meeting Acushnet Public Library Board of Trustees

Tuesday, March 8, 2022 at 4 p.m.

In attendance: Jennifer Alves, Chair

Diane Ferreira

Danielle Guillemette

Joan Howland, Secretary

Stephen Reale

Dina St. Pierre, Library Director

Jim Marot, Building Commissioner

Chair Alves announced the order of the meeting's agenda would shift, so that Jim Marot, Building Commissioner, could present first.

### **New Business**

Jim Marot attended the meeting to discuss several building issues. The first topic was the library windows. The top sash is so heavy that when you open the bottom sash the top sash drops. The windows are the only finding involved in a recently conducted energy assessment. The price to replace is between \$1200 and \$2300 per window for fiberglass which would require no maintenance. One side of the building could be done at a time and it would cost about \$15,000 to just do the front. Twenty years is about the "lifetime" of a window.

The next topic is a supplemental heat source for the library. There is a diesel fired generator in the back of the building which was at the police station at Parting Ways and then at the COA. It would cost \$300 for service to see if it is still functioning and an additional \$2900 to hook it up. The library still has the original transfer switch (from the COA). A small generator would turn on the lights but not provide heat to the whole building or electricity for the computers. It would heat all three entrances to the library and would go on automatically but it would have to be powered by oil. Also, it would go on once a week as a check. A new generator would cost \$5000 or \$6000.

The canopy over the front door of the library is damaged. To replace it would be between \$15,000 and \$17,000 but it could be done in-house for \$1000. The historical commission will need to be consulted. Dina will ask them about it when they meet at the library this week.

The work on the pavilion is going well. They are waiting for warmer weather to continue work on it. The library would like to start using it in April or May. Jim is concerned about swallows nesting in it and would like to add something to prevent this from happening. They may still add a railing on the back but that is not required.

Chains and signs will be installed on the deck to prohibit use during ice or snow storms.

The crack in the front walkway can be fixed in house, waiting for warmer weather.

A railing into the basement needs to be replaced.

## **Secretary's Report**

A motion was made by Stephen to accept the secretary's report from February 8, 2022. The motion was seconded by Diane. All voted in favor.

## **Budget Report**

The budget contains no surprises. Salaries are 63.9% spent and operating is 91% spent. Materials and office supplies are spent out. Materials spending has shifted to the gift fund and then will go to the state aid account. A motion was made by Stephen to accept the budget report and seconded by Danielle. All voted in favor.

## **Old Business**

Dina met with the Interim Town Administrator and the Board of Selectmen about funding a full-time position of Children's Room Assistant. She was asked to remove the salary for the position from the budget by the Interim Town Administrator. He has already removed it from the library tech salary line on the budget he plans to present to the Board of Selectmen. The Board of Selectmen mentioned this might not be a good time to fund this increase. If the Library Board of Trustees wanted to pursue this, it could be brought up at town meeting but the Board would have to provide the source of funding. Jennifer will send a memo to the finance committee and BOS saying the issue will be revisited in the future.

## **New Business (continued)**

The WiFi has declined since last year and there are issues with its use on the deck and the back lawn. Nick Monticello and Tony Duarte have proposed two lines with one being secure for the staff. The total cost would be \$1992.74. The money could come from the gift fund for the new building. The access points should last 7-10 years. Stephen moved to accept the proposal to improve the WiFi and Diane seconded. All voted in favor.

The maximum number of people in the community room is now 10 people. Pre-Covid it was 49. The Board of Selectmen will meet next week to discuss removing the mask mandate. Stephen moved to raise the limit of people in the community room to 25 at this time, Diane seconded. All voted in favor.

## **Director's Report**

February saw an increase in the door count and circulation but still not up to pre-Covid numbers. Interim TA Kelley has toured the library. Summer reading is being planned. The Library Tech II position has been posted. The HVAC system has a couple of problems. It is flashing warnings and it is not shutting off when it should. The children's room collection is being weeded because there is not enough room and the Friends will sell the no longer needed items at a book drive. The library is still collecting pajamas for the Bruins drive.

The next meeting of the Board of Trustees will be Tuesday, April 5, 2022 at 4 p.m.

Stephen moved to adjourn and Diane seconded. All voted in favor.

Respectfully submitted,

Joan Howland