

Meeting Acushnet Public Library Board of Trustees

Thursday, December 8, 2022 at 4:30 p.m.

In attendance: Jennifer Alves, Chair

Diane Ferreira

Danielle Guillemette

Stephen Reale

Dina St. Pierre, Library Director

### **Secretary's Report**

A motion was made by Stephen to accept the secretary's report from November 15, 2022. The motion was seconded by Diane. All voted in favor.

### **Budget Report**

The budget is on track for just about the mid-way point of the fiscal year. The only notable difference from last month is the telephone line has been updated to reflect the bills through October. Diane made a motion to accept the budget report and Stephen seconded. All voted in favor.

### **New Business**

The Circulation Policy was reviewed as a result of the decision to go fine free. The fines column will be removed, and the museum passes will have a note that has fines varying due to the type of pass. Paragraph E regarding paying fines is being updated as there will no longer be fines for most materials in the Acushnet Library. All physical material borrowed from Acushnet can be renewed twice. Overdue notices will still be sent out after 7, 14 & 28 days even though there are no fines. Items are considered lost from the Acushnet Library when they are past due by 60 days. Lost notices will be issued and as clarified in paragraph F, there will still be charges for items that are lost/damaged. Stephen moved to accept all the changes to the circulation policy and Diane seconded. All voted in favor.

### **Director's Report**

An e-newsletter will be going out on December 9th announcing the library going fine free and that any still existing fines will be wiped out when that begins. Facebook and Instagram updates will be posted over the weekend.

There will be a staff meeting on December 16th to discuss going fine free and to go over the frequently asked questions (FAQs).

Dina spoke at the Selectmen's Meeting on December 6<sup>th</sup> to announce the library going fine free and to provide other library updates.

Four interviews were scheduled for the Tech I position but only 3 were held as one withdrew. All are good candidates, and the decision will be difficult.

The staff has been super as always! They have been helping to cover extra hours resulting from Dolores' retirement and teaming up to complete projects including the picture book and large print evaluation/clean-up and processing new library cards for the 1<sup>st</sup> graders at AES.

Dina visited the five 1<sup>st</sup> grade classes at AES on December 7<sup>th</sup> and will also be participating in the Pajama Read-a-thon for the kindergarten students and their 5<sup>th</sup> grade buddies on December 9<sup>th</sup>.

Melissa is continuing with story time and has been working with Sandra on plans for Winter themed programs.

The Friends wreath & greens sale went well. We should hear more details after the Holidays.

Sandra has brought tech hour back and the schedule can be found online.

The next meeting of the Board of Trustees will be on Tuesday, January 10, 2023 at 4:00 p.m. Stephen moved to adjourn and Diane seconded. All voted in favor.

Respectfully submitted,

Jennifer Alves