Minutes for the Whitinsville Social Library Board of Trustees Meeting

6/15/21

**Members present**:

Carol Brouwer-Chair

Charlie Thompson

Barbara Leonard

John Brouillard

Ann Williams-recording trustee

Others:

Rebecca Sasseville-Library Director

Carol Brouwer called the meeting to order at 4:00 p.m.

* Motion to approve the minutes for the meeting on April, 2021, seconded and passed unanimously.
* **Director’s Report**
  + Everything is back to normal-precovid days
  + Summer reading starts on Monday
  + As many activities as possible will be held outside, events are planned for almost every day. Hannah is handling the children, Rebecca is handling the adults.
  + Fines-we are fine free until Labor Day
    - Douglas, Hopedale, Boston, Forbes and Athol are all fine free since we met in April
    - Uxbridge and Sutton are in discussion to go fine free
    - Charlie would like to know how we evaluate and track it, would like Rebecca to come up with some metrics to show the trustees how things are going so we can evaluate it
    - Carol discussed the fact that people can’t library hop if they have fines at a library
    - John asked if fine free libraries are a result of the pandemic? He would like to see more energy spent on contacting people to get the materials back if we do decide to go fine free
    - Charlie questioned whether or not people avoid the library because they can’t afford fines-really wants it tracked and energy put into getting materials back if we do away with fines. Also, will more people come back to the library if we do away with fines.
    - Rebecca has numbers today and will bring the numbers from the summer at our next meeting. We currently have 1,316 books out of the 55,000 in the collection. 50/50 between children and adults. They are our items but may be any CWMARS patron.
    - John wanted to know the approximate cost of the items that are overdue, Rebecca was unsure.
  + Strategic Plan is due October 1. She doesn’t have enough time to get it done.
    - Rebecca wants to get it going-would like to leave this meeting with people agreeing to be on the strategic planning committee and to recruit individuals from the community to be on the committee.
    - We will not be penalized if it is not in on time, we just won’t be eligible for certain Federal grants
    - We need to hire a consultant to get this done. Ruth Kowal was the consultant the last time. Rebecca will reach out to MLS to see who is available.
    - Charlie asked who would pay for it. Rebecca has a $2000.00 request in the budget to pay for this position and for the scanning to continue.
    - The town manager would have to be a part of the committee.
    - Carol says that if the corporation is going to pay for the consultant, it doesn’t need to go out to bid. Rebecca should ask the director’s for suggestions.
    - Carol and Ann will help Rebecca. Looking for meetings to be electronic.

Rebecca will be going to the Friend’s meeting to ask for some money for summer reading for adults.

New Business:

* + Carol mentioned that a letter to Arthur Fletcher Whitin thanking him for his donation of $500 for Armenian relief after a massacre of 1896 has been discovered and is being shared The Armenian Museum in Watertown would like the letter to be submitted to the State Department, but this is under the jurisdiction of the Northbridge Historical Society.
  + Budget-discussed by Rebecca
    - Spending was way down this year as a result of the pandemic
    - Requests for next year are not changing
    - Carol asked if unused money from the town has to be returned, YES; Rebecca is trying to spend as much as possible
    - The phone bill has moved to the town because we paid for the upgrade
    - Charlie asked if the landscaping is in the budget-Rebecca will put it in

-Discussion ensued regarding the landscaping and what has been done and what has not been done.

* + - John asked how the amount was determined for the CWMARS membership was determined-Carol explained how it was done (based on a formula) and what it includes
    - The town approved some capital improvements for the library including ADA compliant doors
    - Charlie asked if Rebecca has been invited to any meetings regarding us being a part of the National Park/National Heritage Corridor
    - Could be some grants for us because we are going to be part of the National Park-possibly for renovations
    - Carol asked if there is a long range plan for capital improvements for the library-and they are thinking about the cupola and the shingles
    - Charlie suggested that a federal grant MAY be able to refurbish the Redwood
    - Rebecca mentioned that we do get a good deal of foot traffic because we have the National Park stamp here
  + Juneteenth-The town has officially declared it a holiday so the library will be closed this Saturday and all of the other town offices will be closed on Friday-it will be paid next year
  + Motion to adjourn public meeting seconded and passed unanimously
* Motion to go into executive session seconded and passed unanimously