

DOROTHY ALLING MEMORIAL LIBRARY

TRUSTEE MINUTES FOR JUNE 21, 2021

UNAPPROVED

Present: Steve Perkins, Diane Downer, Karla Karstens, Charity Clark, Brian Goodwin, Shari Westman, Barbara Mieder ; librarians Jane Kearns and Danielle Doucette

Secretary's report: The April and May minutes were approved as written.

Welcome: Shari Westman was welcomed to the Board.

Treasurer's report: There were no major transactions.

Friends' report: Barbara reported that the Friends are planning a *very* abridged used book sale on July 2. Jane has about 60 boxes of books culled from the collection. Friends and Trustees will provide the rest. There will only be four categories of books: adult fiction, adult nonfiction, children's; and media. There will be no set prices, just donations. In case of rain, the sale will be cancelled.

Current budget report: As of the end of May we are at 80.62%, and the fiscal year ends on June 30 (goal is 91%). Jane expects the budget to reach, but not exceed, 100%. She is currently spending down lines. One new project will be additional lighting in the library building and electrical outlets on the patio.

Librarian's report:

- May statistics: These were compared to May 2020 when the library was closed due to the pandemic. However, both the number of patrons and the circulation are continually rising. Book bundles and porch pick-up have been discontinued, but Charity suggested that book bundles for special occasions such as children's birthdays might be considered. The craft packages were very popular and might continue in the fall.
- New staff positions: Two new student librarians, Sofia Niekrewicz and Sam Yager will be starting on June 28. The Program Services (part-time position) has been posted. This position has been vacant since February, and when the position is filled it will bring the library back to full staff.
- The library is eligible for \$14,591 in ARPA funding (Grants to Public Libraries for Equipment and Supply Purchases). Applications open on July 8, and we will apply. Projects under consideration for these funds include: a permanent story walk, a video unit for hybrid meetings, an outdoor ADA compliant picnic table, more technology, story mats for in-house and the bookmobile, additional IP phones, and eBooks for Overdrive (since these expire).
- Mask-wearing will continue to be required in the children's area, but it is now optional in the adult area for patrons who are vaccinated. All staff will continue to wear masks until everyone, including children, can be mask-free.
- Normal hours will return on July 7, and the Community Room will likely reopen in August.

- We didn't get the Summer Matters for All grant we applied for, but we will continue to supply nutritional summer snacks on the bookmobile. We will also enhance our collection of ESL books.

Staff report: Danielle Doucette, Assistant Youth Services Librarian reported:

- The summer reading program just launched. There were two sold-out performances of *Frog and Toad* by the Lyric Theatre on Sunday.

New business:

- A request to close the library on July 3 was moved and approved.
- It was also moved and approved to eliminate the July Trustees meeting. The next meeting will be on August 9.

Old business:

- It was moved and approved to spend \$3500 on repainting the bookmobile

Executive session:

- The Board went into executive session at 8 p.m. to discuss the evaluation of the Library Director. Executive session ended at 8:27.
- The Board moved and approved acceptance of the Town Manager's suggestion for the Librarian's pay.

Old business continued:

- The Board reviewed progress on the final goal of the Strategic Plan: The DAML strives to help to satisfy residents' interest in CULTURAL AWARENESS in a variety of areas such as socio-economic, abilities, race, ethnicity, and community heritage.

Adjourn: The meeting was adjourned at 8:55 p.m.

Next meeting: The next meeting is August 9, 2021, at 7 p.m.