

Board of Library Trustees

Minutes 3/15/2022

Present: Monika Brodsky (Chair), Jeanne Hagelstein-Ivas (Vice Chair), Kathryn Mudgett, Kathleen Fitzgerald, Sarah Cassidy, Rachel Breen (Director) **via Zoom** Chris Smith

Call to Order at 7:12 PM

Public Comments: None

Additions to Agenda: Foundation purchase, staff development, Summerfest, Trustee nomination, director's goals, museum passes

Minutes of 2/15/21 approved 5-0, 1 abstention on roll call vote on motion by Kathryn and second by Sarah.

Director's Report: Over 5600 items circulated via both digital and in person checkouts. 23 museum passes were used. Study rooms were used for 218.75 hours. Library offered programs for adults, teens and children both virtual and in person.

Financial Report: Electricity line has been expended and is now a negative balance. Office supplies line is also over due to purchase of covid testing and supplies.

Friends – There are 2 new co-chairs: Julie Moore and Laura Messner. Secretary is Claire Herman. Laura has reactivated the Friends email on NPL page.

NPL Foundation will sponsor MFA pass. Both Foundation and Friends are working on annual appeal. Rachel will work with Helen to update current pass list. Norwell Women's Club has sponsored the Aquarium Pass. Chris will check with Churchhillers about Plimoth/Patuxet pass.

Library Building Committee Book drop has been replaced. It is easier to use. Still waiting on replacement of carpet in Children's room. Differential pressure switch installed on HVAC system. Tree and Grounds will take over landscape maintenance of library which includes spring and fall clean-up and regular mowing. Money will not come out of library budget.

FY23 budget hearing with Advisory Board was on 3/3/21. Town Administrator called it a responsible budget with an increase in circulation staff hours, but not in custodial hours. Electricity overages may be offset with solar credits.

Covid protocols: Library will put up signs stating "Mask Friendly Environment", same language used by Council on Aging.

Commission on Disabilities will meet on 3/28 at 6:30 in Library. They have purchased a wheelchair for use in library.

Summerfest is Saturday, June 11. NPL will have a booth.

Trustee position- papers still available.

Staff Development: A training opportunity in de-escalation is available on May 5 in conjunction with Scituate Town Library. Rachel would also like to get CPR and AV training scheduled for staff. **Motion** to authorize Rachel to use delayed opening on May 5, 2022 and one other date TBD for the purpose of staff development was made by Jeanne and second by Kathryn. It was approved 6-0 on roll call.

Meeting Room policy- Monika suggested that Trustees look at Trustee Forum comments on issues with meeting room uses with regard to religious groups.

Concert of 3/21 is sold out, but will air on Norwell Spotlight TV.

Monika will meet with Rachel to discuss director goals.

Motion to adjourn at 8:05 by Kathie and second by Sarah. Approved on roll call vote.

Minutes recorded by Jeanne Hagelstein-Ivas