

Library Trustee Meeting Minutes
January 13, 2021 at 7:00pm, via Zoom (virtual)

Present: Chris Condit, Lisa Werner, Rachel Flint, Elaine Barker, Georgie Schmid, Joan Godsey, Misha Storm, Library Director, Gerald McFarland, representing Friends of the Leverett Library

Approval of December 9, 2020 minutes

Joan moved we accept the December minutes, Georgie seconded, all approved.
Rachel volunteered to do the minutes of the February meeting.

Director's reports

Financial - Current Funds Available:

Operating Budget: \$12,461.55

Salaries: \$32,095.33

Building: \$8,695.38

State Aid: \$3798

Gift: \$93,926 (minus the \$91,124 bequest) = \$2,802.38 total minus the bequest)

Revolving (Fines) \$354.43 (up from previous report)

Revolving (Copier/Fax/Printing): \$885.07

New account - code 5851 Libr Geo Therma - \$8000 (no change)

Dwight Maynard Account update - Brian retired, perhaps unexpectedly. Misha contacted his stand-in, but has not heard back. She contacted Margie as well. She will update this as she gets more information.

Circulation

	December 2019	December 2020
CWMARS	1747	1321
Overdrive	360	505
Databases	-	76
RB Digital	-	6

We continue to close the gap between the "normal" statistics of last year and the circulation statistics of this year, even without appointments.

Programming

Recent

- Ukulele Strum-Along on Dec 14 brought in 23 people. We had another this week on Jan 11, which had 20 participants.
- December kits: 30 kids kits went out and 36 adult/teen kits went out. Numbers for this are steady as well. Lisa complimented Misha on the macrame bird kit.
- The December StoryWalk happened when there was several inches of snow on the ground. I counted 10 people visiting it, but there could have been more.

- The Mystery Book Club had the same 6 people. We discussed Bluebird Bluebird by Attica Locke, and mysteries in general.
- 20 people picked up a December Bingo card. Jill Palmer happened to be the winner of the raffle. She won a small potted succulent and was very happy about it.
- Online Qigong also is still going. Dvora hosts it twice a week and has about 10 people each time.

Upcoming

- Our January StoryWalk is A Snowy Day by Ezra Jack Keats, and it will be up from January 21-23. Community Network for Children is loaning the “book” each month and Gillian is happy with the collaboration.
- Our January kits started yesterday, Jan 12, and pickup will continue through Jan 19. Our adult/teen kit is a macrame bird feeder. Our kids kit is a winter tree artwork made out of sticks, paint, and cotton balls, and comes with the book Snow by Uri Shulevitz. Numbers are steady for those. We are at about 20 registered for each kit and there are always stragglers that ask for some throughout the pickup week.
- The Mystery Book Club will meet on January 21. We are reading The Adventures of Sherlock Holmes. I did reach out to other libraries to invite others to join, but if our group of 6 is happy, then I’m happy.
- Ukulele Strum-Along will continue monthly. The next one is Feb 14th.
- Misha changed Bingo to a seasonal schedule. So our Winter Bingo cards are out now, and for the month of January. We will accept “bingos” through mid-March, and again have a raffle and prize winner.
- The children’s author panel got pushed back to February.
- On January 19th at 6:30, we have a Zoom event, Finding Easy Walks with Marjorie Turner Hollman. This is a LITW collaboration.
- Starting on January 18th, a six week zoom course starts called Mindful Movement and Meditation. This is on Monday mornings at 10:00 from Jan 18 through Feb 22. This is with Nancy Paglia and replaces the plans I mentioned last meeting about a class with Kathy Sward. Kathy wasn’t able to do the course after all.
- On Feb 4 at 7:00 we have a Birding in Massachusetts program on Zoom with the author John R. Nelson. This is in collaboration with LITW as well.

Curbside

Our curbside pickup statistics have gone up! Every week we have somewhere between 80 and 95 pickups. The extended hours are good for people.

Curbside printing stays at 1 or 2 a week.

Curbside Readers Advisory is also up: each week somewhere between 6 and 10 requests.

Budget

Our FY22 budget requests are due to the town this week. Misha is planning to ask just enough of an increase to keep us certified by MBLC. Our budget hearing is February 2 at 7:30. Misha will remind us and send link to hearing. Some trustees feel that the Go to Meeting platform is difficult to see and hear. The proposed budget was increased by 1%. The materials increase may be used for streaming. We need to meet the State requirement, as always. 10% of the budget is on “things”.

The money for craft kits comes out of programming. The regular kits for circulation come out of the materials budget.

Our Municipal Appropriation Requirement for FY22 is \$84,354. For reference, our operating budget for FY21 was \$83,598.

Misha put most of this increase in our materials budget in order to meet our 20% Material Expenditure Requirement. That number this year is \$16,870. I'm hoping to use some of this increase on another streaming service, perhaps Kanopy, which is independent films and documentaries. Knaopy charges the library when a patron accesses the site. Misha is going to a Webinar.

I haven't put in for a salary increase, as I know it was a struggle to get the director's raise.

John did put in a request for a proposed \$640 increase in the electricity budget. All other building budget lines will stay the same. He is also requesting an extra warrant for the partial pavement of the parking lot.

Volunteers

No news - Just a quick thank you for helping with the mugs and delivery. Thank you!
People were pleased with their gift and acknowledgement of their help.

Building/Grounds/Equipment

Solar panel update - a special instrument will be needed to determine the most appropriate siting. Chris will keep us updated.

Potential electric car charging spots in town-Margie is writing a grant for a car charging station and reached out to different town sites, including the library.

Old Business

Mural update/update from 250th planning meeting (Misha invited to attend. The committee was not aware of the meeting.) Misha will ask Judith what her communication has been with the planning committee.

Friends of Leverett Library report

Gerry McFarland reported that the Friends are out of mugs. They are looking for another artist recommendation for a new design. Rachel suggested they advertise a call for design.

The membership has remained normal.

The Friends funded a new cart for curbside pickup. The basket auction topped 2019 at \$776. The posting on the website helped with bids.

Georgie motioned for the meeting to adjourn. Rachel seconded. All approved.

Next meeting

February 10, 2021 at 7:00pm

Respectfully submitted,
Georgiana Schmid and Joan Godsey

