

**Library Trustee Meeting Minutes
November 11, 2020, 7:00pm, via Zoom (virtual)**

Present: Trustees: Georgie Schmid, Joan Godsey, Elaine Barker, Chris Condit, Lisa Werner, Library Director: Misha Storm, Friends's Representative: Kathy Weller

Approval of October 14, 2020 minutes

Lisa moved to accept the October minutes, Joan seconded, approved.

Director's reports

Financial - Current Funds Available:

Operating Budget: \$15,116.24

Salaries: \$40,533.70

Building: \$10,683.43

State Aid: \$3798

Gift: \$93,189 (minus the \$91,124 bequest) = \$3,453

Revolving (Fines) \$280.49 (no change)

Revolving (Copier/Fax/Printing): \$849.07 (no change)

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

Circulation

	October 2019	October 2020
CWMARS	1948	1058
Overdrive	395	439
Databases	-	80

While compared to last year, our CWMARS circ stats are still very low, they are growing each month. June 2020 was 377; September was 812. I also have high hopes for circ stats now that appointments are open. We had 178 circs the last week of October (no appointments) and 279 circs the first week of November (first week of appointments).

Programming

Recent

- Tai Chi has still been going. It is taking place outside on Saturday mornings. There have been 5-7 participants each time. This will continue until the weather is too cold.

- Online Qigong also is still going. Devora hosts it twice a week and has about 10 people each time.
- Ukulele Strum-Along had 21 participants for our November 9 Strum-Along.
- October Make and Take Kits for Adults/Teens and Read and Craft Kits for Kids were a success. We had 26 kids participate and 36 adults. People are currently signing up for the November kits at a similar rate.
- The Halloween Story Walk brought in at least 37 people. This type of event is a little difficult to count since there's no registration.

Upcoming

- I will continue a monthly StoryWalk throughout the Winter. Community Network for Children is loaning the "book" each month. November's Story Walk will be up on Saturday the 21st for the day.
- Mystery Book Club has 5 people signed up so far. 7 if you include myself and Sue. We will be meeting on the 19th.
- We are collaborating with the Arms Library in Shelburne to host Richie Davis, a local author, on November 18th. He has written a new book based on local stories he has collected in his 40 years at the Greenfield Recorder.
- Our Fire Cider Workshop planning is going well. It will be on December 6 on Zoom.
- Kits will continue each month. November will be a pinecone owl for kids with the book Little Owl Lost, and adults/teens will be making a paper bead necklace.
- December will be the first All Ages Take-Home Bingo. This will be a combination of reading prompts and outdoor activities. For example - "read a book about snow" or "go on a walk and count how many different types of birds you see." Cards will be available at curbside or to download online. Patrons can take a photo of their card and send it in when they get a "bingo" to enter into a drawing. I'll draw two winners (one child, one adult) a month and they will receive a prize - something local/low-cost.

Misha plans for programming to continue the following for the winter.

Each month will have:

-2 kits (one for adults, one for kids)

The November kit for children is a pine cone owl and necklaces made from magazines for the adults.

Elaine offered yarn for kits.

-Story Walk for families

On Thursdays-Saturdays, there will be a story walk for families along the trail. The story walk uses wooden stakes with attached laminated sheets of with the words and pictures from books. Gillian from the Children's Network has over 30 stories to share.

-Mystery Book Club meeting

-Ukulele Strum-Along

-1 or 2 online talks or workshops for adults (sometimes in collaboration with another close-by library). Richie Davis, author and former Gazette reporter, will

share local stories on Nov. 18th at 7 p.m. There will be a Zoom link. Facebook. This event is published on Facebook, the calendar and the newsletter. Elaine suggested Libby Klekowski for an author talk on her Y.A. book, The Roman Key, Joan suggested Mischa Strong, another local author.

-Bingo program
-Continued online Qigong

Curbside

Our curbside pickup statistics are steady. We have somewhere between 65 and 75 each week

Curbside printing stays at 1 or 2 a week.

Curbside Readers Advisory is steady at about 5 per week.

Appointments

15 from last week - that's 8 appointments.

After the first excitement of people signing up when I announced appointments, sign ups have slowed, but we still have a few people each day, and those people are very happy. I see us staying at this phase throughout the Winter.

Lisa asked if the state Covid guidance has changed re libraries being open for appointments.

Library staff are using additional plexiglass, providing baskets, and keeping books aside for 24 hours.

Volunteers

Terry has started back up with shelving once a week. She comes in when I am the only person at the library for about an hour or two. This is extremely helpful. The next task that we may have someone come in for is wrapping incoming books.

Although for most of the year our volunteers have not been coming in, I still think we need to show our appreciation. We usually have a party, which is not possible, so I'm looking for ideas and assistance on this. Cards sent to their homes and ?

We discussed different possibilities for volunteer appreciation. Kathie Weller will check with the friends about mugs which we could pay for from the gift account. Trustees could help deliver the mugs.

Building/Grounds/Equipment

Solar panel update

Chris asked Margie to return bonds to the two companies who placed bids. Solar committee could not support the North/South placement of tracking panels because of the amount of land it would require. An East/West placement would require the loss of too many trees. Chris talked to the Select Board about solar.

The Recreation Commission opposed to using any part of the plain field. The bottom line-let things sit for a bit. There is a piece of land that the town took by eminent domain that may be a possibility. Margie is trying to understand if the library is on a separate parcel. It may be possible to put a solar panel north of the Highway Department. It needs to be determined if additional solar panels can be put on the same parcel which would require a change in the state requirements. (Jo Comerford has this change on the upcoming docket Lisa put Chris in touch with Rivers Strong at UMass to explore the issues. In a perfect world, the solar could be installed near the Highway Department and the power credited to the library with a separate metering system in a binding legal document .

Ventilation/etc for reopening

Jamrog submitted a \$20,000 quote to install a ventilation system. Misha wants to hold off and open the windows instead. Joan asked if Misha would check with other libraries about their protocol.

Friends of Leverett Library report

Kathy Weller

This year the annual Friend's basket auction will be online. There are 13 baskets. Misha will put it on the library website. Pick up by the highest bidders will be curbside.

Old Business

Art Donation Policy

Lisa moved we accept the Art Donation policy. Joan seconded. Unanimously approved.

Public Art Project - Judith Inglese

We discussed the possible installation of a tile art installation on the outside of the library by artist, Judith Inglese. She would be donating her time and aiming for a 2024 installation to coincide with the Historical Society's 250th town celebration.

Joan made a motion to approve the installation, but without funding and contingent of Select Board approval. Elaine seconded. Chris abstained. While we did vote to approve, Misha will talk to Margie about whether the Select Board needs to approve such an installation on a town building.

Adjournment: Georgie made a motion to adjourn. Lisa seconded. All approved. Adjourned at 8:27.

Next meeting

December 9, 2020 at 7:00pm - on zoom

