

**Library Trustee Meeting Minutes**  
**April 14, 2021 at 7:00pm, via Zoom (virtual)**

**Present:** Joan Godsey, Georgie Schmid, Rachel Flint, Lisa Werner, Elaine Barker, Chris Condit, Richard Addelson. Misha Storm, Library Director

**Approval of March 2021 minutes :** Elaine motioned we accept the March minutes, Chris seconded, unanimously approved.

Town Meeting is May 1. We discussed nominations at Town Meeting and Joan said she would nominate Lisa and Rachel. Misha also suggested we keep the library open for curbside pick-up on Town Meeting Day.

***Director's reports***

Financial - Current Funds Available:

Operating Budget: \$5,415.12

Salaries: \$17,339.85

Building: \$4,322.22

State Aid: \$3798 (no change, but we are expecting a deposit of \$4,458.16 later this month)

Gift: \$92,675.01 (minus the \$91,124 bequest) = \$1,551

Revolving (Fines) \$354.43 (no change)

Revolving (Copier/Fax/Printing): \$885.07 (no change)

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

Circulation

	March 2020	March 2021
CWMARS	1339	1345
Overdrive	419	571
Databases	-	0
RB Digital	-	19

We've now hit a year of being closed, so the 2020 comparison has changed. In March 2019, we had 2068 item circulations.

Misha will look into RB digital as Acorn is out.

We have been shut down to inside patrons since 3/2020.

Programming

**Recent**

- On March 14th we had our Seed Starting Workshop with Daniel Bensonoff. We had 14 participants, lots of happy comments, questions, and participation. Daniel did a great job.

- Our seed swap had 1 participant, but she was very happy with the program.
- Our March Take and Make kit was tub tea, 23 people picked one up. The Read and Craft kit was Put me in the Zoo with a paper plate craft of the main character, Spot. 23 people picked up that one as well.
- Our Mystery Book Club has 9 attendees. It was great to have more people in the discussion.
- Our Winter Bingo ended with 3 submissions. Catherine Steadman was our happy winner.
- Our March StoryWalk was Wonderful Worms by Linda Glasser. I counted 18 participants.
- UMass brought their Pop-Up Seed Library to our parking lot on April 10th. We had 7 people use the library to get seeds and growing information from Science Librarian Paulina Borrego.
- Ukulele Strum-Along on April 12 had 20 participants.
- We collaborated with Dickinson Memorial Library in Hatfield on a poetry reading by Karina Borowicz. We had 20 participants.
- This week is kit pickup week. So far we have 17 adults signed up and 16 kids signed up. Our April kits are a paper mache bowl for adults and teens and pipe cleaner and felt flowers for kids with the book Planting a Rainbow by Lois Ehlert.
- Tai Chi over Zoom has been going well, with about 10 participants each week.
- Our second round of Mindful Movement and Meditation with Nancy Paglia has 7 people participating each week. That is running from March 22 through April 26.
- Online Qigong also is still going. Dvora hosts it twice a week and has about 10 people each time.

## Upcoming

- The Mystery Book Club will meet on April 22 to discuss Gaudy Night by Dorothy L. Sayers.
- The April StoryWalk will be from April 21-April 27 and will be Mouse's First Spring.
- The next Ukulele Strum-Along will be May 10.
- Nancy Paglia's yoga class continues through April 26.
- Dennis will be continuing online Tai Chi every Saturday at 10:30 and Qigong will continue as well.
- Emily St. John Mandel is doing a Zoom talk for the LITW on April 27th for the Community Read of Station Eleven.
- We have a Zine Workshop with Anne Thalmeier coming up on May 2. She will show participants how to make a zine for 30 minutes, and then the next 30-45 minutes will invite participants to draw and chat via Zoom. This is also connected with the Community Read, and I've been collaborating with Greenfield Public Library, Ashfield Library, and Wendell.
- Our Station Eleven book discussion will be combined with Pelham and Shutesbury, and will be on Zoom on May 5.

We received all three Leverett Cultural Council grants. Two are for upcoming programs and one is for art kits for the permanent collection.

- The kits are called Curiosity Kits and will include tools and supplies plus a book to try out a new art and craft skill. I've put about 10 together so far, the grant was to create 20 kits for teens and adults.
- One grant was for a bird watching workshop and to create bird watching kits for checkout. The workshop is scheduled for May 21...at 8:00am! Laura from Mass Audubon insists that we should be up when the birds are up. We will have kits available for adult checkout that include binoculars, bird ID book, and notepad, etc.
- The last grant was to fund a summer concert for kids with Miss Lynn's Rainbow Machine. She does interactive songs with kids, a lot of which match the state's summer reading program theme. This will be on June 19th.

## Curbside

Curbside numbers have gone down just slightly this past month. Each week was in the 80s for number of pickups. We have 3-5 readers' advisory bags per week and 1-2 print and reference jobs.

Our number of "things" has dropped as well. We had 1-2 per week. This might simply be because people are going outside more.

Misha suggested we keep the library open for curbside pick-up on Town Meeting Day.

## Item Quarantining

The state recommendation for quarantining items is 24 hours. We have been doing 3 days out of caution and along with many other libraries. As more research comes out pertaining to how the virus is transmitted, I feel that we should go down to the recommended 24 hours. This will streamline our check in process.

Lisa moved we approve the recommendation to quarantine items for 24 hours. Joan seconded. Motion approved unanimously.

## Opening Check In

As of this coming Saturday, Sue will be fully vaccinated. I will become eligible on Monday the 19th and will hopefully have 1 shot by May.

I'm thinking about opening for two days (5 hours total) of browsing appointments the first week of May. We will have all the same protocols as before.

Misha is feeling pressure from patrons to open for browsing. Some libraries are open or partially open. Sue is fully vaccinated and Misha will be two weeks past her vaccination by the beginning of May.

Misha is suggesting 5 hours over 2 days of appointment browsing totalling about 10 people per week, 1 to 2 appointments at a time with all protocols.

Lisa motioned we delay opening until mid May so staff can be fully vaccinated. Joan seconded and the motion was unanimously approved.

## Volunteers

Misha would love to have more volunteers start to come in starting in the next few weeks. They could help with shelving, assembling kits, hopefully book wrapping, etc. I'd like to start by adding one in each week as we get used to having people back in the building. Everyone will have to be retrained on some things, so it will take time out of our work, but in the long-run will be helpful.

Misha proposed that volunteers who are fully vaccinated and would like to return, be able to start. So far 6 volunteers have expressed the desire to help.

## Staffing

It will take time to get back to our full hours, but this is something we have been talking a little bit about, and should think about for the long run.

I've worked out several phases of reopening schedules. As we add more open hours to the schedule, it is going to become more difficult to keep everything going. I think it is important to keep curbside available.

- Only about half of our volunteers plan to come back, and even before the pandemic, we had gaps in our volunteer schedule.
- Being open our full hours that we were open pre-pandemic puts Sue alone on Saturdays, and myself alone on Wednesdays and Sundays. We will be able to get volunteers to come in some of the time, but we don't have enough volunteers to fill the schedule. It also leaves us working the circulation desk and running curbside for the majority of our weekly hours, leaving little time for getting all of our other work done.
- Even when we can get volunteers to be the second person in the building, many of our volunteers are not the best people to have help in an emergency situation or simply when the library is busy.

I think in the near future, the library will need an additional staff person or we will need to cut our open hours. Using volunteers as staff is not recommended by the MBLC.

This is a big can of worms, so we don't have to go into too much detail, but a 8 hour/week Saturday staff person would be a reasonable ask. At \$15 an hour for 8 hours a week, the yearly pay would be \$6,240.

Misha will draw up a staffing proposal outlines the needs and that will allow for two staff members at peak times to fill in the gap. This may have to be brought to a special town meeting.

### ***Building/Grounds/Equipment***

Solar panel update  
see attached

### ***Friends of Leverett Library report***

Rich Addelson presented the report from The Friends of the Leverett Library.

### ***Old Business***

No policy review this month...haven't we discussed enough?!

### ***Music on the Patio***

Misha is reaching out to performers.

Joan motioned to adjourn, Georgie seconded and the motion carried.

### ***Next meeting***

May 12, 2021 at 7:00pm - outside?

Solar Addendum:

A more detailed report can be found here:

<http://ddm.geo.umass.edu/SolarPanelUpdate2021-04-26.pdf>

### **The Solar Power Quest for Leverett Library-A Very Brief Simplified Description**

- In July 2019: Leverett Library received from John van Steenberg an unencumbered bequest of \$91,124.
- The Select Board suggested that the Library Trustees use money from the bequest for solar installations to offset its energy usage.
- The Trustees investigated solar power options with the following caveats:
  - The Library roof is not suitable; cut up, wrong pitch, blocked by shade trees.
  - LES slate roof cannot be used for solar power; Highway Dept. roof suitable but would need to be re-roofed first, and can't be wired directly into the library electrical service.
- On 10/15/2020 two separate bids were received by the town for two solar trackers, to be located on the southernmost end of the playing fields (trackers similar to that at the Quaker Meeting House, similar in form to those by the DPW).
- The Trustees voted not to accept either bid due to their location obstructing the southern part of the playing field, and the need to cut trees NE and NW of the library to optimize solar input.
- The trustees approached by a group wanting to build a 30'x48' (1440 sq. ft) pavilion on the playing field, suggesting it's use for solar panels.
- Trustees suggested a south-facing roof angled at 34° could be useful; resulting in a subsequent sketch of an "extended gabled roof" design holding 40 to 60 solar panels.
- Trustees suggested locating it on the south side of the gym, south of the asphalt and west of the swing set, where it could be wired into the library's electrical service.
- State Senator Jo Comerford and others have a "climate bill", revived from last year's session, in the works, with the probability to change much of the calculus in favor of streamlining regulations in favor of implementing such a system.