

Library Trustee Meeting Director's Report
March 9, 2022, 7:00 p.m. on Zoom (virtual)
Meeting id: 896 5605 9596 Passcode: 428608

Present: Lisa Werner (Chair), Georgiana Schmid, Elaine Barker, Joan Godsey, Christopher Condit, Rachel Flint, Hannah Paessel (Director), Carolyn Anderson (Representative of the Friends of the Library)

Approve February 9th Meeting Minutes

C. Condit Moved to accept minutes. E. Barker seconded. Motion passed unanimously

Trustees Business:

E. Barker and S Schmid are not planning to run for Library Trustee for the next term. MBLC does recommend that the trustees recruit people who may be good candidates for the positions. The director cannot herself actively recruit members, but can send interested parties to the trustees.

Trustee Recruitment

MBLC informational booklets at the library

Possible candidates?

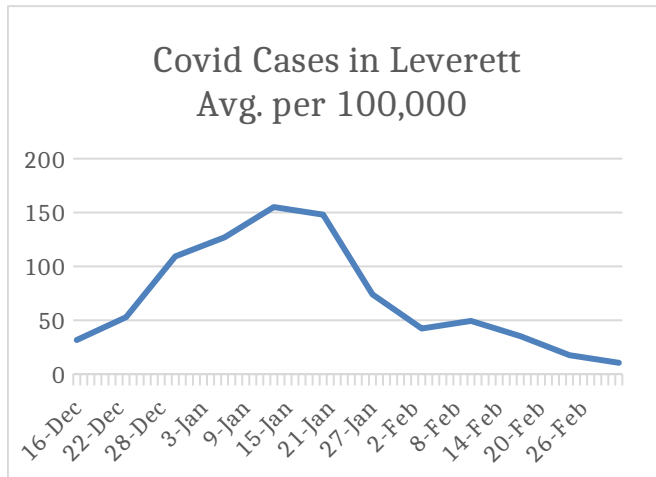
Annual Report

The board reviewed the new annual report which will be provided to the town for inclusion in the Town of Leverett Annual Report.

J. Godsey moved to accept the annual report. C. Condit seconded. Motion passed unanimously.

Covid Updates

Leverett avg. incidence rate (14-day average per 100,000)



high: 155.1 current: 10.6 per 100,000

Leverett Board of Health update – Michael Fair

- Case counts are low, everything looks great. We're at a background level
- The BOH mask mandate for the library is still in place. They'll revisit in 2 weeks.
- Last case in LES community was Jan. 26. Everything is going down.

The Leverett Board of Health currently continues to require masks in public buildings. The current plan will be to discuss masking again at the next meeting. If the situation changes, an emergency meeting can be called to revisit this topic.

Massachusetts:

- As of February 15, 2022, Governor Baker recommends masks for unvaccinated people and those with underlying conditions in indoor public spaces.

CDC -

- According to CDC. Franklin County has a low community level of spread.
- CDC recommends: "Wear a mask based on your personal preference, informed by your personal level of risk"
- Anyone 5+ is eligible for a covid vaccine.
- Anyone 12+ is eligible for a booster shot

MBLC – has lifted open hours requirement for State Aid NOW (Dec. 20-through end of fiscal year.) <https://mblc.state.ma.us/news/news-releases/2022/nr220106.php>

Meetings Room Use:

- Available? Group size limitation?
- Other groups such as Mah Jong, Scrabble Club, CNC Story time, painting groups, Tai Chi, Spanish classes, etc. looking for space
- I will be restricting meetings to open hours to begin.
- Open to booking programs in a series.
- We will review meeting room policy at later date.
- Question: Recreation Dept sponsored programs receive free room use. Any background on how these programs have been handled?

Trustees discussed community room access and appropriate numbers for using the room.

R. Flint moved to open access to the community room for a maximum of 10 masked persons at one time. J. Godsey seconded. Motion passed unanimously.

A person is interested in operating Spanish classes for a fee. She has been involved with the recreation committee. She is willing to be CORI checked.

H. Paessel suggests that we revisit the meeting room and art policies in the near future. Currently, we will only offer use of the meeting room during working hours.

Building Updates

- Alarm – see enclosed statistics
 - 2020 – 3 alarms – police response
 - 2021 – 3 alarms – police response
 - 2022 – 9 alarms so far –once to State Police (middle of the night)

No break-ins have been reported in municipal buildings in recent times. Scott and Will feel like there is low risk and that the alarm may be more trouble than it is worth. Also the system is old and would potentially need to be replaced rather than repaired.

Hannah will find out from the town if the library is required to be alarmed for insurance purposes. She will also get information about the cost of replacing the system. Our alarm system is also our fire system, so Hannah will also look into that aspect of the situation.

- Heat fixed

- Will has a message in to Western Mass Heating, Cooling & Plumbing Sunderland uses this company for their geothermal. The next step will be getting information from them about the system itself.

- Budget

- Spoke with Will and Margie

The budget is a little over for this point in the year.

Solar Project

Pavilion not happening this year.

The exhibit is no longer up at the library.

Director's Reports:

Financials as of 3/6/22 67% through the year

Operating Budget:	\$9,957.63	62.84%
Salaries:	22,024.05	62.24%
Building:	3279.03	76.87%
State Aid:	\$8,162.09	
Gift:	\$90,000.32 (minus the \$91,124 bequest) = \$-1123.68 (see note)	
Revolving (Fines)	\$525.18	
Revolving (Copier/Fax/Printing):	\$919.07	

There has been turnover in the Accountant and Treasurer's office. Deposits have not been posted to these accounts since late last summer/early fall. State Aid and the Gift Account are most affected by this delay.

Circulation

	February 2020	February 2021	February 2022
CWMARS	2467	2092	2575
Overdrive	344	495	506
Kanopy	0	0	61

- Our circulation numbers are strong
- Our patrons have made 57 accounts on Kanopy so far.

Attendance

	January 2022	February 2022
Attendance	612	590
Programming	271	119

Programs included the Ukelele Strum-Along (24), Spice Tastings (25), Introduction to Genealogy with Montague, and the CNCs Story Walks (approx. 50).

Attendance dipped due to weather and increasing covid cases.

Staff & Volunteers:

Several Trainings are scheduled this month:

- Sue will orient Jill and I to the A/V equipment in the community room
- CW Mars will be providing us with a remote Cataloging Training.

Meetings and Programs:

- Recreation Committee will be managing their own boat loan program. I advised them that we wouldn't have staff to help with the management of this program for the foreseeable future.

- Kids STEAM take-and-make craft kits are now available most months. Thanks to the LCC.
- This month we are offering Sumac along with several recipes for the ongoing Spice Tasting program.
- Ukulele Strum Along– monthly program will continue into 2022. Thanks to the Friends of the Leverett Library for both of these programs.
- Dvora Eisenstein continues to offer Qigong over Zoom - 2x per week. Happy with arrangement.
- Upcoming programs include: Introduction to a Fire Department Story time.
- LITW Community Read starts soon. Lots of great related programming! We're reading *the Dirty Life* by Kristin Kimball (There is a small display at the library. There is also a banner on the library website that will take patrons to more information. An additional newsletter will be sent out, and it is on the library Facebook page.)

Technology:

1. No updates. We are still waiting on:
 - a. Wifi extension to parking lot
 - b. Automatic backups for staff computers
 - c. New computer for Hannah (soon, I promise!)

New Business E. Barker suggested that some small amount of the \$90,000 bequest be put aside in a bank account for spending on local history expenditures so we can remember Von Stienberg and his personal interest in New England history. More information and ideas will be gathered and we will discuss this further at the next meeting.

Friends of the Leverett Library

Nearly nothing to report. They will be meeting Friday to evaluate finances and membership. H. Paessel requested that C. Anderson report to the Friends on the success and popularity of the spice program that they are funding.

Old business

G. Schmid moved to adjourn. J. Godsey seconded. Motion passed unanimously.

Meeting Adjourned at 8:29 p.m.

Next Meeting: April 13, 7:00 p.m. on Zoom