

Library Trustee Meeting
September 9, 2020, 4 P.M.
Leverett Library, 75 Montague Rd, Leverett

Present: Joan Godsey, Georgie Schmid, Chris Condit, Rachel Flint, Lisa Werner, Elaine Barker, Misha Storm, Director, Sue LaClaire, Assistant Director, Marilyn London Ewing, Friend
Two trustees, Rachel Flint and Elaine Barker, attended virtually.

Meet the New Librarian

The September 9th meeting was held on the patio so Trustees and Friends could meet our new library director, Misha Storm, who was warmly welcomed by all.

She began her duties on September 8th. Misha gave us a brief synopsis of her previous employment.

Approve June 10th meeting minutes: Joan moved to accept the minutes and Chris seconded. All approved.

Election of Officers

We agreed to postpone the election of officers given the current circumstances of Misha's recent hiring. Lisa agreed to continue for a short while as Chairperson, but gave notice that she could not continue this position because of other duties.

Money available

We agreed to put the Financial Report on hold until the next meeting.

Operating Budget:

Salaries:

Building:

State Aid :

Gift

Revolving (Fines)

Revolving (Copier/Fax/Printing):

Dwight Maynard Trust:

Circulation

Library Item Circulation Statistics				
August 2020			August 2019	
Items Out	599		Items Out	1771
Renewals	390		Renewals	916
Total	989		Total	2687
July 2020			July 2019	
Items Out	473		Items Out	1894
Renewals	403		Renewals	998
Total	876		Total	2892
June 2020			June 2019	
Items Out	377		Items Out	1816
Renewals	15		Renewals	531

Total	392		Total	2347
Overdrive Statistics				
August 2020	411		August 2019	412
July 2020	493		July 2019	493
June 2020	441		June 2019	411

August open hours

Curbside Update

Curbside delivery is increasing monthly and our patrons are happy to have this service. For those who miss browsing, staff have provided choices curbside. Misha will publicize this service on website and flyers. We serve residents and non-residents.

Events & happenings at the library

Library in the Woods virtual author event: September 29, Archer Mayor will speak and introduce his new book.

Patio use requests:

A book group would like to meet on the patio, and Dennis Shapson would like to do Tai Chi on the patio for Saturday classes from 10-12. We discussed this and agreed that would be ok. Our discussion prompted Lisa to move that Misha develop a form for patio use to be posted on the website. It would be at Misha's discretion to approve use of the patio. Georgie seconded. All voted in favor.

Julie Collier asked about whether people could view her art room show. We decided that until the library was officially opened and the room was not being used for book quarantine, that could not happen. However, Julie's art can remain up until that time. Other artists have been notified about this and can be scheduled again in the future.

Building/ and Grounds

The leak in the ceiling of the children's area was repaired. Fortunately it did not affect any of the books.

The delivery person had an access problem because of a faulty key which was replaced.

A geothermal overview was presented by Chris for Misha's historical understanding. Misha will ask John K. about upgrading the HVAC filters.

We will be following MBLC guidelines with regard to reopening the library.

Ray LaClaire noticed that the Silver Bell tree at the east corner of the library is leaning toward the building and brought it to Sue's attention. Ray will trim it in December or January when it is dormant. The Bill Rivers memorial bench is deteriorating. Joan said it is on The Rattlesnake Gutter Trust agenda and will be replaced.

VOIP (Valley Communications)

The town wants to move from Verizon to VC. The library will get new phones with the additional service which allows staff to access messages from home. The library will still get a library bill for services. JK will be responsible for technical aspects because the internet, phone service, and alarm are all bundled.

Solar Report

Joan and Chris met with Claire Chang from The Solar Store to discuss the possibility of solar installation using the gift from the Van Steenberg estate currently being held by the town in a municipal account.

They discussed placing them due north requiring removing large oak tree. They also discussed using suntracker panels to take advantage of the movement of the sun to maximize efficiency. The question arose about having to go out to bid, but Margie had sent an email stating that it is a requirement for projects of \$50,000 or more.

Lisa moved that we authorize Chris and Joan to work with the town to put out a bid for installing a solar array. Georgie seconded. All in favor.

Friends of Leverett Library Report

The books on the lobby cart, which remained unsold due to the shutdown, were donated to Roundtable Books of Greenfield.

It is the time of year for the basket auction, and the Friends are deciding how to proceed.

They will continue the museum passes with the exception of Mike's Maze for this season.

Leslie ordered a cart for the new chairs which the Friends donated to the Community Room.

The coffee mugs that Friends use as an annual fundraiser feature Sue Mulholland's cow picture.

Friends are discussing how to sell them.

Policy Review/Updates

Art Donations policy – Joan suggested we table the Art Policy Revue for the next meeting. Misha will send out copies of the draft.

CWMARS/MBLC/MLS updates

No report

Next Meeting October 14 @ 7PM will be virtual.

