

Langley Adams Library

Board of Trustees

Meeting Minutes 09/16/20

TOWN OF GROVELAND

2021 OCT 16 AM 8:51

**Attendance:** Jay Collins, Mary Lou Costello, Jan Dempsey, Robert Downey, Jamie Koulouras, Laurel Puchalski, Kathleen Prunier, Lee Thomas and Director Darcy Lepore

Absent: Barbara Gauvin

Meeting was not recorded.

**Call to order** at 6:02 p.m. by L. Thomas on a motion made by K. Prunier, seconded by M. Costello.

**Minutes**

- Minutes of 08/12/20 were approved by majority vote on a motion made by K. Prunier, seconded by R. Downey. J. Koulouras abstained as she was not present at said meeting.

**Director's Report** (see attached)

- Reading of warrants were tabled for next meeting.
- Discussion of opening plan was held, cleaning concerns being primary focus. Correspondence from Selectwoman K. Kastrinellis was shared.
- D. Lepore shared a tentative opening/operating plan.
- Discussion followed regarding a way to show our appreciation to the Staff. A donut "breakfast" was tentatively planned for the next Staff meeting. J. Dempsey will organize.

**Treasurer's Report**

- The representative from Bartholomew Financial will join our next meeting via ZOOM to discuss LAL's portfolio.
- B. Gauvin needs to sign the official papers and the transfer procedure will be complete.

**Director's Performance review was discussed.**

**Meeting** was adjourned at 7:01 p.m on a motion by K. Prunier, seconded by M. Costello, and unanimously voted.

**Next meeting** October 14, 2020 at 6:00 p.m. via ZOOM

Respectfully submitted,

Laurel Puchalski, Secretary

**Langley-Adams Library**  
**Director's Report**  
**September 16, 2020**

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TOWN CLERK  
RECEIVED/POSTED

**Statistics**

**August Statistics:**

August Hoopla Statistics: 49 uses

August Kanopy Statistics: 23 uses

August Circulation/Renewals: 1,481

**Programming**

8/3 Lee Thomas/Civil Rights: 25 attendees

8/17 Lee Thomas/Native Americans: 46 attendees

8/24 Deborah Goodrich Royce: 31 attendees

8/31 Monica Duncan: 22 attendees

Teen Programs: 11 attendees total

Children's/Teen programming: The majority of the children's programming took place in July, including summer reading. More than fifty children participated in summer reading via Beanstack. Meghan will be working with the schools/teachers and the other Pentucket Children's librarians to bring story times to local classes at Bagnall and preschools. In mid-late autumn, Meghan will also be working with kindergarten and first grade teachers to get library cards to students, as the kids missed out on their annual kindergarten field trips in June and we do not know what this will look like in June 2021. She will also provide a virtual tour of the library for these students. Meghan will also be providing Zoom story times throughout the fall as well as other virtual programming she is working on with Merrimac and West Newbury.

**Warrants**

21-07     \$363 + \$193.20 + \$9,942.69 = \$10,498.89

21-09     \$0

Total     \$10,498.89

## **Other**

I attended a Financial Report/State Aid training via Zoom. During this meeting, Liz Babbitt explained that due to the current conditions of the pandemic affecting state money, State Aid awards likely wouldn't be dispersed until February or March despite turning in the ARIS and Financial Report on time.

Attachments: Variance Report; Donations/State Aid Report; Rough re-opening plan