

Langley Adams Library

Board of Trustees

Meeting Minutes 11/10/20

TOWN OF GROVELAND

2020 DEC 10 AM 8:44

Attendance: Jay Collins, Mary Lou Costello, Jan Dempsey, Robert Downey, Laurel Puchalski, Kathleen Prunier,

Lee Thomas and Director Darcy Lepore

Absent: Jamie Koulouras,

ZOOM Meeting was not recorded.

Call to order at 6:06 p.m. by L. Thomas on a motion made by K. Prunier, seconded by M. Costello.

Minutes

- Minutes of 10/15/20 were approved unanimously on a motion made by K. Prunier, seconded by R. Downey.

Director's Report (see attached)

- D. Lepore presented the action plan for the Long Term Strategic Plan to be submitted before the end of the year. Discussion followed.
- Suggestion was made by J. Dempsey to have the Children's Story Hours played Live on Facebook and possibly replayed on Groveland TV to provide more access to those who cannot attend the Zoom Story Hours.

- Warrants presented to Board for review:

21-15 \$4,231.25 + \$931.45 + \$187.50

21-17 \$2,436.50

Total \$7,786.70

- L. Thomas will contact the contractor formerly spoken with RE: cost estimates for repairing/replacing windows and leaking foyer. Request will be made to Capital Improvement Committee.
- D. Lepore will be meeting with new Interim Finance Director soon to discuss needs.

Treasurer's Report

- M. Costello and K. Prunier have been officially assigned as signer and co-signer for the Bartholomew account.
- M. Costello will research discrepancy in the trust accounts figures.

Other

- B. Gauvin has sent her letter of resignation to chair L. Thomas and to the BOS.
- Board members did not have any suggestions for her replacement at this time, and will continue to search. D. Lepore will check the Friends group.

Meeting was adjourned at 7:04 p.m on a motion by M. Costello, seconded by L. Puchalski, and unanimously voted.

Next meeting December 9, 2020 at 6:00 p.m. via ZOOM

Respectfully submitted,

Laurel Puchalski, Secretary

Langley-Adams Library
Director's Report
November 10, 2020

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TOWN CLERK
RECEIVED / POSTED

Statistics

October Statistics:

October Hoopla Statistics: 35 uses

October Kanopy Statistics: 13 uses

October Circulation/Renewals: 1,667

October Overdrive Circulations: 553

October Museum Pass Usage:

Pass Use by Institution: October 1, 2020 - October 31, 2020

INSTITUTION	QUANTITY
Massachusetts State Parks (Department of Conservation and Recreation)	1
New England Aquarium	2
Zoo New England	2
TOTAL PASSES USED	5

Programming

Stand Out Programming:

10/1-10/31 Teen Advisory Group Black Out Poetry: 25 participants

10/5 Bruce Coffin: 69 attendees

10/19 New England's Scary Grandmother: 80 attendees

10/26 Cursed Objects: 65 attendees

10/26 – 10/30 Take and Make Halloween Origami: 12 kits made/distributed

Totals:

Event Attendance by Event Category: October 1, 2020 - October 31, 2020

CATEGORY	EVENTS	REGISTRATIONS	REGISTERED ATTENDEES	HEAD COUNT	ADULT	TEENS	PRETEENS	CHILDREN
Adult Programs	5	154	197	236	236	0	0	0
All Ages Programs	3	132	170	157	145	0	0	12
Children's Programs	2	0	0	14	0	0	0	14
Teen Programs	4	68	88	119	80	27	0	12
All*	9	154	197	277	236	27	0	14

Warrants

21-15 \$4,231.25 + \$931.45 + \$187.50

21-17 \$2,436.50

Total \$7,786.70

Attachments: Draft of action plan for FY22; Variance Report; Donations/State Aid Report