

Langley Adams Library

Board of Trustees

Meeting Minutes 2/10//21

TOWN OF GROVELAND
2021 MAR 11 AM 9:23
TOWN CLERK
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Attendance: Jay Collins, Mary Lou Costello, Robert Downey, Jamie Koulouras, Elaine Meuse, Laurel Puchalski, Kathleen Prunier, Lee Thomas and Director Darcy Lepore
Jan Dempsey absent

GOTOMEETING session was not recorded.

Call to order at 6:09 p.m. by L. Thomas on a motion made by L. Puchalski, seconded by E. Meuse.

Minutes

- Minutes of 1/13/21 were approved on a motion made by M. Costello, seconded by R. Downey.

Director's Report (see attached)

- Programs continue to be well-attended.
- Warrants presented to Board for review:

21-29 \$6,610.62

21-31 \$591.90

Total \$7,202.52

- Meeting with the Finance Board is scheduled for Wednesday, March 17th at 5pm via Zoom. Chair L. Thomas and Treasurer M. Costello will attend with D. Lepore.

- The amount of \$9,100 was submitted to the capital budget for flooring.

The MBLC certified the Library with an initial award of \$5,553.09 based on available state funds and our circulation statistics. The second award has yet to be determined.

~ Meeting was Adjourned at 6:40 p.m. on a motion made by M. Costello, seconded by R. Downey, and approved by majority vote due to technical difficulties with ZOOM. Meeting was re-scheduled to 2/16/21, 6:00 p.m

MEETING CONTINUED ~ 2/16/21

Attendance: Jay Collins, Mary Lou Costello, Jan Dempsey, Robert Downey, Elaine Meuse, Laurel

Puchalski, Kathleen Prunier, Lee Thomas and Director Darcy Lepore

Absent: Jamie Koulouras, (Lee Thomas arrived late)

Vice Chair K. Prunier made the motion to resume the meeting in L. Thomas' absence, seconded by L. Puchalski at 6:09 p.m.

- One of the front desk circulation computers has died. Discussion followed, as vote had already been taken at a meeting last year to replace some computers and desk chairs with Trust Funds. J.

Dempsey made the motion, seconded by M. Costello to spend up to \$800 to replace computer from State Aid. Unanimously voted.

{Chair L. Thomas arrived at meeting and presided for remainder of meeting}

Treasurer's Report

- M. Costello distributed the Bartholomew Financial monthly report and the current list of Trust Funds via email prior to meeting for perusal.
- Discussed the possible use of interest from specified funds in future. J. Dempsey recommended that D. Lepore create a list of items to purchase with funds.

Other

- Reminders about completing nomination papers for L. Thomas, M. Costello, J. Dempsey and E. Meuse.
- Discussion RE: changing quarantining of materials upon return to Library to align with MBLC guidelines. (suggested 24 hours instead of 4 days)
- Discussion RE: reopening of library. L. Puchalski made the motion, seconded by K. Prunier and unanimously voted to send a letter to Board of Health with the Board's intention of reopening the Library on March 22 on a limited, appointment-only basis during weekday hours. Curbside pick-up will still be available and would be the only option for Saturdays. LAL and patrons would abide by CDC, Massachusetts and MBLC guidelines for COVID safety.
- Discussion RE: Trustee orientation, reviewing Handbook. K. Prunier will contact MBLC to request copies of all necessary information needed for Trustees. J. Dempsey offered to assist D. Lepore with organizing and compiling a packet of information to be given to all new trustees upon their election.
- Library staff were commended for assisting elders with procuring information RE: obtaining COVID vaccines.

M. Costello made the motion, seconded by R. Downey to adjourn the meeting. Unanimously voted.

Next meeting ZOOM meeting on March 10, 6:00 p.m.

Respectfully submitted,

Laurel Puchalski, Secretary

Langley-Adams Library

Director's Report

February 10, 2021

OWN OF GROVELAND

2021 MAR 11 AM 9:23

JOHN CLEVER
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Statistics

January Statistics:

January Hoopla Statistics: 59 circulations

January Kanopy Statistics: 16 circulations

January Circulation/Renewals: 1,531 circulations

January Overdrive Circulations: 478 circulations

Programming

Stand Out Programming:

1/11 Frank Mandosa: Paul Newman: 42 attendees

1/19-1/22 Dragon Eye Magnet Craft: 17 kits distributed

1/25 Culturally Curious: Norman Rockwell: 39 attendees

Totals:

Event Attendance by Event Category: January 1, 2021 - January 31, 2021

CATEGORY	EVENTS	REGISTRATIONS	REGISTERED ATTENDEES	HEAD COUNT	ADULT	TEENS	PRETEENS	CHILDREN
Adult Programs	11	65	78	105	102	1	1	1
All Ages Programs	5	0	0	0	0	0	0	0
Children's Programs	14	0	0	22	6	0	0	16
Teen Programs	15	0	0	27	0	17	0	10
All*	25	65	78	144	108	18	1	17

Warrants

21-29 \$6,610.62

21-31 \$591.90

Total \$7,202.52

Operating Budget/Capital Budget

Our meeting with the Finance Board is scheduled for Wednesday, March 17th at 5pm via Zoom.

The amount of \$9,100 was submitted to the capital budget for flooring.

State Aid

The Massachusetts Board of Library Commissioners met on February 4th, 2021 to approve several libraries for certification and State Aid. We were certified with an initial award of \$5,553.09. These awards are based on available state funds and our circulation statistics. The second award has yet to be calculated.

Attachments:
