

Langley Adams Library

Board of Trustees

Meeting Minutes 08/11/21

TOWN OF GROVELAND

2021 SEP -9 AM 8:46

TOWN CLERK
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Attendance: Jay Collins, Mary Lou Costello, Jan Dempsey, Robert Downey, Elaine Meuse, Laurel Puchalski, Kathleen Prunier, Lee Thomas and Director Darcy Lepore

Absent: Jaime Koulouras ZOOM session was not recorded.

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

Minutes

- Minutes of 7/14/21 were approved unanimously on a motion made by K. Prunier, seconded by M Costello.

Director's Report (see attached)

- Warrants were read:
- 22-01 \$20,656 *
- 21-03 0
- 21-05 \$2,897.36 + \$613.55 = \$3,510.91
- Total \$24,166.91
- *Yearly MVLC payments toward dues and eContent
- Program attendance numbers continue to rise with ZOOM programming. Collaboration with other libraries in planning programs have been extremely successful.
- Circulation statistics have shown a significant increase (~700 more) over the June statistics.
- D. Lepore promoted Audubon and Trustees of Reservations passes on social media and website. This resulted in overall increase in pass usage from patrons.
- The main door is not locking properly and is posing a safety issue. Town custodian has tried to repair it, to no avail. L. Thomas will send a letter to BOS requesting a new door. (the present door was a used door, installed in the fall of 2019)

Treasurer's Report

- M. Costello gave the monthly report by Bartholomew Financial.

Other

- E. Meuse suggested we look to the future for the use of the Library in the digital age and brainstorm ideas for making it a community center that provides access for a variety of programs. D. Lepore will create and distribute a survey of patrons in her next monthly email.

- D. Lepore would like to purchase a camera to use for ZOOM meetings and recordings. She will investigate costs and present at our next meeting.
- Board officers will be voted at our September meeting.

Meeting was adjourned at 7:02 p.m on a motion by L. Puchalski, seconded by K. Prunier.

Next meeting to be determined by Chair

Laurel Puchalski, Secretary

Langley-Adams Library
Director's Report
August 11, 2021

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Statistics

July Statistics:

July Hoopla Statistics: 57 circs

July Kanopy Statistics: 98 plays

July Circulation/Renewals: 2,677 (a 719 increase from last month!)

July Overdrive Circulations: 560

FY2021 Statistics:

Hoopla: 603 circs

Kanopy: 712 plays

Circs/Renewals: 19,921

Programming

Stand Out Programming:

7/21 Kate White – 70 attendees

7/27 Kristin Harmel – 80 attendees

7/28 Curious Creatures – 90 attendees

Totals:

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

CATEGORY	EVENTS	REGISTRATIONS	REGISTERED ATTENDEES	HEAD COUNT	ADULT	TEENS	PRETEENS	CHILDREN
Adult Programs	2	142	158	207	207	0	0	0
All Ages Programs	1	13	105	93	44	2	0	47
Children's Programs	2	5	12	24	14	0	0	10
Teen Programs	2	4	3	6	0	6	0	0
All*	13	182	280	332	259	8	0	65

* NOTE: Some events are categorized in multiple categories, so this total represents the distinct number of attendees at events, rather than the sum of all categories

Museum Passes

Pass Use by Institution: July 1, 2021 - July 31, 2021

INSTITUTION	QUANTITY
Massachusetts State Parks Department of Conservation and Recreation	1
New England Aquarium	1
New Bedford Wharf	1
TOTAL PASSES USED	21

Warrants

22-01 \$20,656 *

21-03 0

21-05 $\$2,897.36 + \$613.55 = \$3,510.91$

Total \$24,166.91

*Yearly MVLC payments toward dues and eContent

Personnel

Emma's last day was July 30th, and Shaun Hood was appointed on August 2nd.

Other

Note about the attached budget reports:

Ellen Petrillo, the Town Accountant, said this, "The donations and state aid accounts will only have the expense activity for FY22 in them. I have not rolled forward my ledger and receipts have not yet been recorded for FY22."

Attachments: Variance Report; Donations/State Aid Report