

Langley Adams Library
Board of Trustees Meeting Minutes 07/13//22

TOWN OF GROVELAND

2022 SEP 15 AM 9:39

Attendance: Jay Collins, Robert Downey, Lee Thomas and Director Darcy Lepore were in present in person. Mary Lou Costello, Jan Dempsey, Nancy Hurley, Laurel Puchalski, and Kathleen Prunier attended remotely.

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Absent: Lindsey Aylward

ZOOM /Hybrid session was not recorded.

Call to order at 6:01 p.m. on a motion made by K. Prunier, seconded by R. Downey. Unanimous Roll Call vote.

Minutes

Minutes of 06/08/22 were approved by Roll Call vote on a motion made by K. Prunier, seconded by R. Downey.

Director's Report (see attached)

- D. Lepore gave the June statistics as well as the FY22 statistics for circulations, programming and Museum pass usage. (Numbers for the ARIS report)
- Warrants were read

22-49 \$4,980.37 + \$164.02 + \$354.12 + \$1,218.94 + \$1,410.43 + \$700 = \$8,827.88

22-51 \$701.82 + \$312.78 + \$4,420.58 + \$784.81 = \$6,219.99

22-53 \$712.07 + \$718.24 + \$19.85 + \$799.47 + \$46.69 + \$250 + \$50.00 = \$2,546.32

Total \$17,594.19

- Applications for Youth Services Librarian will be reviewed by D. Lepore and Town Manager Rebecca Oldham on Monday.
- The Friends of the Library will be renewing the Mass Audubon and the Trustees of Reservations passes.
- L. Puchalski made the motion, seconded by K. Prunier to pay \$650 from State Aid to purchase the New England Aquarium pass. Unanimous Roll Call vote.
- K. Prunier made the motion, seconded by L. Puchalski to approve the purchase of the Museum of Fine Arts pass at \$200 contingent on the Friends of the Library paying for it. D. Lepore will ask the Friends. Unanimous Roll Call vote.
- D. Lepore showed carpet samples and her preference from Elm Square Flooring.

Discussion of grounds

- J. Dempsey asked about cleaning up the grounds, flower beds and front garden boxes of the Library, and the possibility of having volunteers help out.
- L. Puchalski reported she and a small group of boys had cleaned up the Reading Garden today, and that the group is willing to do more.
- It was suggested the Groveland Garden Club be contacted to help, as they have received town funding to beautify areas of Groveland. K. Prunier will contact members of the Club to request assistance.
- Selectman Ed Watson will be contacted RE: repairing the front garden boxes he donated.

Treasurer's Report

- M. Costello previously sent the Bartholomew report. No discussion.
- Trust Account description was requested. L. Puchalski emailed the form to Board members.

Bylaws Evaluation sub-Committee

- R. Downey, K. Prunier and L. Puchalski volunteered to serve on a Bylaws Evaluation sub-Committee, to report to the Board at the September meeting.

Other

- J. Dempsey reported that she believed all public meetings must be now held in-person. Discussion followed. She will investigate the matter with the Town Clerk.

Meeting adjourned at 6:58 p.m. on a motion made by R. Downey, seconded by L. Puchalski and unanimously voted on a Roll Call vote..

Next meeting will be held August 10, 2022 at 6:00 p.m.

Respectfully submitted,
Laurel Puchalski

Langley-Adams Library
Director's Report
July 13, 2022

Statistics

June Statistics:

June Hoopla Statistics: 37 circs

June Kanopy Statistics: 12 plays

June Circulation/Renewals: 2,716 (up about 450!)

June Overdrive Circulations: 578

FY22 Statistics:

Hoopla: 574 circs

Kanopy: 533 plays

Circulation: 28,996

Overdrive: 6,368

Programming

June Numbers:

Stand Out Programming:

6/13 Deborah Goodrich Royce – 32 attendees (Hybrid)

6/14 Picnicking with the Roosevelt – 97 attendees (Virtual)*

6/21 Curious Creatures – 51 (In Person)

6/27 The Nurse's Secret – 30 attendees (Hybrid)

6/28 JFK and WWII – 64 attendees (Virtual)*

* The programs with an asterisk indicate that this program was a virtual collaboration with other libraries in Massachusetts, mainly in our consortium.

Totals:

Adult Programming Attendance: 317

Youth Programming Attendance: 87

Virtual Programming Attendance: 181

Hybrid Programming In Person Attendance: 26

Hybrid Programming Virtual Attendance: 60

Live In-Person Programming Attendance: 149

FY22 Totals:

Adult Programming Attendance: 5103

Youth Programming Attendance: 738

Virtual Programming Attendance: 4295

Live In-Person Programming Attendance: 1258

Museum Passes**June Totals:**

State Parks Pass – 4

New England Aquarium – 1

USS Constitution Museum - 2

Total – 7

FY22 Totals:

Mass Audubon – 1

State Parks Pass – 30

Museum of Science – 25

New England Aquarium – 38

Peabody Essex Museum – 1

Trustees of the Reservations – 8

USS Constitution Museum – 3

Zoo New England – 19

Total - 125

Warrants

22-49 $\$4,980.37 + \$164.02 + \$354.12 + \$1,218.94 + \$1,410.43 + \$700 = \$8,827.88$

22-51 $\$701.82 + \$312.78 + \$4,420.58 + \$784.81 = \$6,219.99$

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Total $\$17,594.19$

State Aid

I have started to work on the ARIS using the numbers I have been collecting throughout FY22 including reference questions, programming numbers, hours we have been open, and more. I expect to have MVLC's information about holdings and circulations this week.

Personnel

I am working with Rebecca to schedule interviews for the Youth Services Librarian position. We

have received eight applications.

Other

The New England Aquarium Pass is up for renewal. As you can see above, it is the pass that gets checked out the most. The cost is \$650.

The Museum of Fine Arts renewal has been sent to us, and the cost is \$200. This is a pass that has been up in the air since COVID changed how the passes are checked out/renewed. It is a pass that has been checked out a lot in the past and I would like to add it again!

The Friends of the Library will be renewing the Mass Audubon and the Trustees of Reservations passes!

I have been looking into carpet options, and will show you my top choices at the meeting and over Zoom.

Attachments:

Langley Adams Board of Trustees
Bylaws review Sub-Committee Minutes
September 2, 2022

TOWN OF GROVELAND

2022 SEP 15 AM 9:39

TOWN CLERK
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Attendance: Robert Downey, Kathleen Prunier, Laurel Puchalski

Call to order: by R. Downey at 10:35 a.m.

- * R. Downey suggested these Minutes and attachment (see attached:) be used as the Committee's report to the Board at the September 14 Board meeting.
- * The Committee read through the current Bylaws (approved 2015) and discussed revisions.
- * Suggestions made were documented in the attached copy for Board members perusal, discussion and vote.
- * New Bylaws will be put on the Warrant at the next Town Meeting to be approved.

Adjournment: Meeting was adjourned at 12:00 p.m. by unanimous vote.

Submitted by Laurel Puchalski