

Langley Adams Library
Board of Trustees Meeting Minutes 8/03/23

Attendance: Board members Mary Lou Costello, Jan Dempsey, Robert Downey, Laurel Puchalski, Lee Thomas

Director Darcy Lepore, Adult Services Librarian Sue Nakanaski, Youth Services Librarian Bergen Daley

Guest: Christi Showman Farrar from MLS

Meeting was a tour of premises, to take suggestions and discuss best use of space of Library.

L. Thomas arrived at 1:15 ,making quorum of Board members

Call to order at 1:15 p.m. on a motion made by L. Puchalski, seconded by M. Costello

Highlights of discussion:

* **Children's Room/ Teen area:** create STEM area, using grant money, re-install sink, use vinyl mat on top of rug near area // make middle shelves movable // relocate librarian's desk outside of room// having impact stories with 1:1 encounters with teens // rule of 7: 1 teen=7preschoolers in statistical data// moving teen area outside of room and use shelving to create a "nook to include 2 computer stations, seating, charging stations // check WHAT is being checked out to update and/or eliminate collection // use area for additional seating area for adults during daytime when teens are not around (exclusive of school vacation times).

* **Audio/CD shelves:** not as popular: collapse collection to provide more space // lean on the network// make the collection more centered on the present, immediate need // look at LAL's Mission - tied to needs of community we serve // don't need to meet EVERY need

* **Library of Things / Friends shelves:** in future purchasing, buy **mobile** shelving units // Library of Things could be displayed as photos in old CD cases, find storage for items // Friends shelving unit holds 250 books and is a waste of space for earning approximately \$5/week. Find alternate location, reduce size, have more book sales // "Shelving equals Storage"

* **Computer area:** no need for Almanacs and stand - outdated // relocate 9' low shelves (periodicals) to Almanac wall, put printer, etc on top

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- * **Seating area:** 2-3-comfortable seats instead of couches - people don't usually sit right next to each other // rearrange according to usage needs // charging station
- * **Adult collection:** check collection statistics to determine weeding & reducing collection // for future use if/when applying for building grant, use existing stats as proof of need for more space // create a central area for browsing display // use lower shelving units as entrance to Adult section, making it more community-minded // linear arrangement of shelving more conducive for ease to patrons // create signage that is easily readable and of same font // move MYSTERY section to back, as this appears to be most used, and this will promote looking at what else is available to patrons on their way there // shelves 2/3-3/4 filled and have some books displayed face out versus spine out, more like book store model
- * **Upcoming carpet installation:** highly suggested using movers who are trained in moving library materials vs. regular movers (company names will be forwarded to Darcy - maybe too late due to bidding requirements of Town) // floor plan needs to be created for placement when moving shelves back in after installation // suggestion made that library encourages patrons to take out 20 books each before carpeting is installed to reduce numbers of books to be moved.

J. Dempsey left at 2:20

- * **Back corridor/ staff space:** possible shelf added to mop sink wall for storage of Library of Things // donation books will be taken soon by a company // area needs to be straightened to have more available work space

Meeting adjourned at 2:40 pm.

Next meeting will be held August 9, 2023 at 6:00 p.m.
Respectfully submitted,
Laurel Puchalski