

Library Board of Trustees
Minutes for November 6, 2019

Attendance: Kristy Wiwczar, Bob Malone, Kara Peterson, Karla Alfred, Leslie McDonnell

Meeting called to order at 7:03pm

Meeting minutes from October 2, 2019 approved by Karla, seconded by Kristy.

Process of the strategic plan:

The consultant recommends using SOAR to gather information to help shape goals, a timeline, and to show methodology. Lesley recommends having town officials attend the public forum. The board will participate in the data input including meeting with Mary Braney and completing SOAR. Mary will be able to help the community understand the trajectory of libraries and listen to concerns. A comment box for those who cannot be in attendance has been set out to ensure we reach as many as we can. Public forums will take place the evening of November 20, 2019 and at 1pm on December 4, 2019. The Board of Trustees will meet with Mary on December 4 at the monthly meeting. The library staff will meet with Mary on November 22nd. Mary suggests the survey should be released with the town census. The money for the survey is covered under the money allocated by the town towards the library study. Lesley and Mary have a working draft of the survey and are taking ideas from comparable libraries to help narrow the survey to one front-to-back page while maintaining the wide scope of information to be gathered.

Trends in Librarianship:

There are at least 3 libraries in Minuteman that are completely fine-free. Cambridge is fine-free under 18. Some systems are using Automatic Renewal. Items that can be renewed are automatically renewed, and the ones that cannot require action by the patron. The existing loan rules hold, and patrons will still be responsible for missing/damaged items. If Minuteman libraries continue to convert, the entire system and all libraries (Holliston included) will likely drop fines and switch to auto-renew.

MacMillan is imposing an embargo period for the first 8 weeks of the release date on e-Books. The order for exactly one e-Book must be purchased before the embargo period ends. Other metered copies will be available but cannot be shared with other libraries.

Library Business:

Liz Greendale is hosting an OML training session on Wednesday, November 11 at 7pm at town hall. Leslie will RSVP for at least one Library member.

The water heater in the janitor's closet has leaked and failed. The closet was flooded and water ran into the emergency stairwell. The ceiling tiles collapsed. Repairs have been made. The sign out front was fixed.

The attic is being cleaned out. Jen Carlson is creating a breakerspace with some of the materials. The sick tree is removed. The new book drop is installed.

Verizon is renewing their contract with the town, so Leslie has contacted them to maintain the parking spaces.

The fire alarms are being revamped and will have a monthly fee associated with the service.

Children's Report:

Programs have been well-attended. Jen is planning programs for Winter/Spring. Speed Read programs for YA has been successful.

Director's Report:

Casey at the Bat has been reframed and moved to a prominent location.

CPR training has been completed.

2 ROKU have been acquired and updated with British programming and Disney+.

Meeting adjourned at 8:42pm by Kara, seconded by Kristy

Respectfully submitted,

Karla Alfred