



# WFL BOARD OF LIBRARY TRUSTEES MINUTES

**DATE:** Saturday, January 16, 2021

**TIME:** 9:00 am

**LOCATION:** Virtual - ZOOM Meeting

Register in advance for this meeting: [https://zoom.us/meeting/register/tJMpdO6ggj0iGdZodTuoQWkD42gZeBfXP9lb](https://zoom.us/join/https://zoom.us/meeting/register/tJMpdO6ggj0iGdZodTuoQWkD42gZeBfXP9lb)

After registering, you will receive a confirmation email containing information about joining the meeting.

**Board Members/Attendees Present:** Melissa Dyer (Chair), Aprilleigh Lauer (Vice Chair), Joanne Robertson, Nancy Rice, George Ripley (Director), Deanne Bonnar (9:25 am).

**Board Members Absent:** Mallory Callinan, Selectman Representative.

**Call to Order:** 9:16 am by Mel D.

**Review of Minutes:** December minutes – motion to accept by Joanne R.; seconded by Nancy R.; vote 5-0-0.

Revolving Minute taking schedule: January (Aprilleigh); February (Nancy); March (Joanne); April (Deanne); May (Aprilleigh); June (Mallory).

**Announcements:** Nothing at this time.

**Public Comment:** Nothing at this time.

**Friends Report:** Email from Priscilla:

A \$2000 donation was received from the Ashley Faye Foundation in Onset.

From May 1 to December 31, The Friends report \$13,942.07 in income and \$9,702.38 in expenses.

The Friends raised \$8,725 for the Dolly Parton Imagination Library program; Archive Account (\$20); Arcadia Royalties (\$108.49) for 5/1-12/31/2020; \$225 in membership fees yet to be deposited.

The Friends have provided another \$4,000 to cover books and materials expenses to comply with 501 C3 requirements. Deanne questioned whether Friends might be able to increase support to book budget.

George explained that they currently fund the book budget, Spinney expenses, programming/performer expense.

## **Foundation Report:**

The “Bridging the Gap” campaign to fund the library’s budget gap is behind schedule, but moving forward. Sign is now up in front of the library and generating questions. Donations currently at \$5000 marking progress with book spine tags. Sign is a part of annual, not the capital, campaign. Contributions can be made by sending a check to the Wareham Library Foundation, P.O. Box 485, East Wareham, MA 02538, or by going to [supportwarehamlibrary.org](http://supportwarehamlibrary.org) and donating online.

Capital campaign is currently at a standstill. George has ideas for funding streams, but would need state aid to cover book budget and town to cover salary in order for the Foundation to put the money into an endowment account. There was some discussion of highlighting the library’s role as an education resource to expand opportunities for funding and grants. George looking into a letter writing campaign to the town in support of the library – a call to arms for increased library funding. Look at library/educational grant funding. The Foundation is looking in to hosting more author events on Zoom for 2021 fundraising.

**Correspondence:** Nothing at this time. Mel D. continues to forward email from the MBLC.

**Old Business:** “Volunteers for shelving” will remain on the agenda until such time as the library is open fully to the public and such assistance may again be required. It will be re-addressed at such time.

**New Business:** Nothing at this time.

### **Director’s Report:**

Library has returned to ONLY curbside service due to increase in COVID-19 cases. During this time, the state recognized 40/hrs. week (202 public users onsite) towards certification goals.

December highest circulation month since beginning of pandemic; 500 users used library either digitally or physically; librarians looking at better ways to track volume and usage during day moving forward; total registered patrons continues to drop.

December suspended Spinney curbside p/u program – going to accommodate needs on an individual basis as possible during book drop p/u hours.

SAILS put out a request to see if anyone wanted to upgrade their internet speed (\$2000 expense) and will be paid out of state aid – will allow WFL to meet ALA threshold. Currently 50Mbps down/10Mbps up to the ALA-recommended 100Mbps down/15Mbps up for a community our size. Also working with SAILS to try to upgrade our Wi-Fi speed at the same time (currently 1Mbps down/0.75Mbps up).

Looking into next 5-year plan for WFL – will need a new committee with stakeholders from across the town including trustees.

### **Trustee Matters:**

Bylaws acceptance status remains on the agenda with no resolution as yet.

Discussion of the “check-out” feature on the SAILS mobile app concluded that whether or not to utilize this feature is a moot point while we’re curbside only. George did mention that a previous self-check-out option provided at the library met with little success. Return to the conversation once people are back in the library. Will need training for the public – staff concerned that it will lead to accidental non-check outs. Joanne noted that it was a program at her old CT library and a lot of work on the front end, many felt it wasn’t enough to offset.

Deanne B’s presentation about recruiting new Board members is delayed until February. Board recruitment is critical to think about in overall funding of the library. Multi-pronged support from diverse financial backgrounds to create a cross-current committee.

A reminder that officer elections take place in June. Trustees should start considering officers and roles.

A possible letter writing campaign to increase awareness of library’s services raised for discussion next month.

**Next Meeting:** February 20, 2020 at 9:15 am. WFL Board members are asked each month what time is best for the next Zoom meeting in order to maximize attendance.

**Motion to Adjourn:** Adjourned at 10:23 am – motion made by Joanne Robertson; seconded by Deanne Bonnar; vote 5-0-0.

### **Calendar of Meetings:**

February 20, 2021    March 18, 2021    April 15, 2021    May 20, 2020    June 17, 2021    July 15, 2021

\*Monthly meetings are held in the conference room at the Wareham Free Library unless otherwise noted.