



WFL BOARD OF LIBRARY TRUSTEES MINUTES

DATE: Saturday, December 19, 2020

TIME: 9:00 am

LOCATION: Virtual - ZOOM Meeting

Register in advance for this meeting:

[https://us02web.zoom.us/meeting/register/tZcvd-yvrDluHtKiyAjlqv7U6HXz07SB7n28](https://us02web.zoom.us/join/zoom-join?from=addon&url=https://us02web.zoom.us/join/zoom-join?from=addon&url=https://us02web.zoom.us/meeting/register/tZcvd-yvrDluHtKiyAjlqv7U6HXz07SB7n28)

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), Deanne Bonnar, Mallory Callinan, Joanne Robertson, Nancy Rice (9:15am), George Ripley (Director).

Board Members Absent: Selectman Representative.

Call to Order: 9:12 am by Mel D.

Review of the Minutes: October Minutes approved as is (motion – Deanne; seconded – Aprilleigh; vote 6-0-0); November Minutes approved with amendments (motion – Nancy; seconded – Joanne; vote 6-0-0).

Revolving Minute taking schedule: December (Mel took for Aprilleigh); January (Aprilleigh if Mallory can't attend); February (Nancy); March (Joanne); April (Deanne); May (Aprilleigh); June (Mallory).

Announcements: Nothing at this time.

Public Comment: Nothing at this time.

Friends Report: Nothing at this time from Priscilla.

Nancy/George reported –

- Talk about having a late December book sale – after Christmas – on hold presently for COVID19 reasons.

Foundation Report: From George –

- Sign for tracking donations to campaign has been delivered
 - Design not what expected - not double-sided as anticipated.
 - Wareham Bridging the Gap – looks like Golden Gate Bridge. Bridge supports are books to be inserted as money is raised to track progress.
 - Dimensions (7' x 4') and will be set up 7' off the ground.
 - Town Municipal Maintenance will need to install or volunteers (Liz Wiley & family; Aprilleigh offered assistance).
- Now have an electronic option to donate – takes sustained, ongoing donations.

Correspondence: Received \$1000 donation from a local summer couple with thank you note.

- Mel D. will continue to forward the e-mails from MBLC – trustee orientations and MLTA conference available for registration at present.

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:

George R. presented the November “Ripley Report” – see attached and highlights below:

- November 2020 was fun – people back in the building!
- Circulation at 3,946 (14 up from October) as curbside pickup continues with the addition of Saturday pick-up hours.
- Numbers between indoor users and curbside in total remain the same.
- Reference dropped from 227 to 95 – could this have something to do with end of school term?
- Total registered patrons still dropping; however, 4 new library cards were issued and FB likes were up by 25 since November.
- 12 Computer users (9 hours of use) and basic services up and running.
- Book clubs tapering off – need to find right book/group of people. People getting screen burned out; need to find best way to meet people’s needs.
- Staff working M-Sa (George T-Sa) with adjusted schedule.
- Curbside on Sa running at main branch. Curbside Tuesdays at Spinney – NO ONE in 3 weeks. After 4 weeks George will pull the plug. No calls, no pick-ups, no books sent there. Spinney needs to build ties with community to increase usage – the location needs programming to make it work (not possible during pandemic) – need the staffing and funding will be tough.
- Services like Overdrive, Libby and Hoopla are getting usage and librarians are getting people connected to online materials.
- MBLC held to Museum statutory guidelines for “open” hours, so library isn’t able to report ANY of the hours that it has been in service during pandemic as the statute doesn’t cover pandemic closures and curbside service/etc.
- Waiving expenditure for books and materials and hours of operation is under consideration for 2021. With this in mind, we may be able to shift Friends/Foundation contributions to library expenses to 2021.
- George has been working on banking one year’s state aid – hasn’t spent this year’s state aid as yet – may be able to rollover to 2021 as well.
- Municipal Maintenance – George no longer knows the staff and is rebuilding connections in order to have repairs made. Most repairs need to wait until roof is replaced, but aren’t on priority agenda even though the 20-year roof is in it’s 28th year.

- George has rough draft of next year's budget – level funded. Hoping in post-COVID times to add 2 PT positions back in again. Eventual goal is to get Foundation able to fund repairs to building as it's not currently in town budget.
- Continue to let Town know that the library is a "Need to have" not a "Nice to have" amenity and how much it has mattered during the last 9 months of health crisis. Librarians – George, Kathy, Marcia, Steve. Lost 30% of staff or 60% of service staff; still have Brianna – Library Asst. Thank you Derek for keeping the budget.

Trustee Matters:

- Bylaw update acceptance status still undetermined; will not be pursued at this time.
- Continued recruitment of Board members
 - Deanne attended the MBLC Diversifying the Board training in November – share in January; add to the agenda. How fundamental it is to the budget!
- MOU – no progress at this time. No pressing need for town to have a document in writing regarding expenditures. George's recommendation is to pursue at a later date due to other higher town priorities at this time. George has a proposal for the 3 groups regarding the MOU and we will adding time next meeting for a full discussion.
- Time of meeting for next month discussed – those in attendance like Saturday option.

Next Meeting: January 16, 2021 at 9:00am (Aprilleigh on minutes in event that Mallory can't attend). Monthly we will continue to ask WFL Board members what time is best for Zoom meetings in order to maximize attendance.

Motion to Adjourn: 10:28pm (Mel) – Deanne motioned; Mel seconded; approved 5-0-0 (Mallory had already left due to pressing engagement).