

Approved 12/4/2023
 Peg Bodine, Chair
 Hoston Trustees
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LIBRARY TRUSTEES MEETING 6 November 2023

Present: Peg Bodine, Harbour Fraser Hodder, Carol Kelley, David Maher, Tom Skowron, Ellen Smith,
 Betty Wuelfing, Amy Vessella

Convened at: 6:00 pm

Minutes of the regular October 2 meeting were approved.

Librarian's Report

November 6, 2023

Circulation:

| | 2022 | 2023 |
|---|------|------|
| October 2023 All Items circulated from this library | 1403 | 1685 |
| NB Items circulated | 1386 | 1564 |
| Checkouts Overdrive | 388 | 656 |

WIRELESS STATISTICS:

TOTAL UNIQUE CLIENTS **100**
 AVERAGE # OF CLIENTS PER DAY **9**
 AVERAGE USAGE PER CLIENT **2.24** GB
 NUMBER OF CLIENTS TO REQUEST PAGE **80**
 NUMBER OF CLIENTS GRANTED ACCESS **64**

Financial Report:

| <u>Account</u> | 7/31/23 | 8/31/23 | 9/30/23 | 10/31//23 |
|-------------------------------|-----------------|-----------------|-----------------|------------------|
| <u>Balances as of:</u> | | | | |
| Salary Account | 81,831.04 | 75,231.92 | 68,551.02 | 61,975.64 |
| Library Expense Acct. | 38,411.63 | 31,691.35 | 27,876.62 | 22,367.63 |
| State Grant | 1,192.69 | 1,192.69 | 890.19 | 391.19 |
| Gift Account | 1,987.20 | 1,797.62 | 2,882.78 | 2,042.69 |
| | 2,652.61 | 2,514.91 | 2,073.11 | 1,981.31 |
| | (Salem bequest) | (Salem bequest) | (Salem bequest) | (Salem bequest) |
| Child Book Gift | 625.29 | 625.29 | 625.29 | 625.29 |
| Trust Funds (expendable) | 16,720.48 | 16,720.48 | 16,720.48 | 16,720.48 |

October Activities and Programming:

- October was a busy month for programming. On October 19th we hosted Ronny LeBlanc as he presented his program *Monsterland*. We had 16 people attend, which was a mix of townsfolk and out of town people. Some attendees drove all the way from the north shore to see him! On October 23rd the Greater Boston Paranormal Associates presented *Investigating the Paranormal* to a crowd of 25 people. This program received high praise from attendees. Since this program was so popular, I might have them back at some point to investigate the library and present their findings in another program.
- The Craft Night for Adults program for October was *Pumpkin Carving* and the Movie Discussion

selection was *Practical Magic*. Unfortunately, both programs were canceled due to a lack of registrations.

- The Book Club discussed *That Old Cape Magic* by Richard Russo. They had 9 people in attendance for the hybrid meeting.
- Brianna held story time each Tuesday and had a total attendance of 53 children and adults.
- Brianna also hosted the Spooktacular Halloween Party, which saw an increase in participants compared to last year. Eleven children and adults joined in on the festivities. Feedback was unanimously positive for the event.

Other News:

- I have applied for a scholarship, funded by the Massachusetts Library System, to attend the Public Library Association conference in Columbus, Ohio on April 3-5, 2024. If I am chosen, the library will be reimbursed up to \$2500.00 for my attendance at the conference, related expenses, and funding for extra staff coverage during my absence.
- Brianna hosted a table at the Coalition for a Healthy North Brookfield's Family Fun Spookfest Trunk or Treat on October 29th. The library won the "Spookiest" category.
- Cultural Council grant applications were submitted for several great programs for adults and children. We are anxiously awaiting news about which applications are approved!

Coming events:

- **Thursday, November 9th:** Craft Night for Adults will feature upcycled CD tealight candle holders.
- **Thursday, November 9th:** The library will host a food drive to benefit St. Joseph's Food Pantry. It will run until December 16th and I will drop off the food items to the Food Pantry on December 18th.
- **Thursday, November 30th:** The Movie Discussion Group will talk about the film *Christmas in Connecticut*.

Building Maintenance:

- HVAC repair status: I have contacted Renaud and they have ordered the parts needed for the repairs. Unfortunately, there is an 8 to 10-week lead time on the new pump. This means repairs likely won't happen before December. Renaud will let me know if the pump comes in sooner than expected.
- Roger has informed me that he will be unable to shovel heavier snowstorms this winter and that we will need to make other arrangements for snow removal on these occasions. I am going to call Jason Benoit at the Highway Department to see if one of them might be able to help us out with clearing our walkways when we get a heavy snow. I will have to explore other options if the Highway Department is unwilling or unable to help.

Respectfully submitted,
Amy Vessella

Old Business:

- Peg dropped off Amy's Employment Agreement with Ashley Barre to be filed by Board of Selectmen
- Motion approved unanimously to accept the Meeting Rooms policy with clarifications of security deposit/fee schedule.

New Business:

- HVAC issues—Peg and Tom will explain the need for HVAC pump repairs to the Board of Selectmen at their meeting tomorrow (November 7). Tom will describe the repair work that is needed and Peg will follow up with guidance from the BoS on how to proceed with funding the work.
- The Board unanimously approved a motion to authorize expending \$5,000 from library trust funds toward the cost of HVAC repairs if necessary.
- An item will be placed on the warrant for the Dec. 8 Special Town Meeting to address the repair issue. The item must be submitted by this Thursday (Nov. 9). Peg will submit the article to Ashley Barre by that date.
- Peg spoke of the possibility of digitizing Board of Trustee minutes.

Adjourned: 7:45 pm

NEXT MEETING: Monday 4 December 2023 at 6:00 pm

Respectfully submitted,
Ellen Smith, Secretary