

Town of Hubbardston  
Board of Library Trustees  
Meeting Minutes  
September 9, 2020

Members present: Josephine Amato, Connie Strittmatter, Morgan Brinker, Tom Robinson, Krista Goguen and Johanna Henning  
Also present: Christine Barbera and Ryan McLane

Zoom meeting started at 7.04 pm

Capital Planning – Ryan McLane

- Went over what what Library projects are open and/or pending, per Long Range Plan (LRP) and funding.
  - The LRP of the Library was approved by MBLC in 2018 as submitted to that board.
  - At present, the Library still has \$2500 remaining from the original LRP study from the CPC. The board can ask the CPC committee to change the purpose of this remaining money, since that project was completed without using all the funds. The money could then be applied to another project. This would have to go to a town vote before doing so.
  - The Library has \$18,00 towards a study of the foundation and plans for its repair.
  - Two other projects that are needed are replacing the boiler and upgrading the lighting in the Children's Room.
  - Ryan pointed out the capital planning process starts now. He will be sending a request for and additions or revisions of the LRP to put into next fiscal year's budget.
  - Ryan, Tom and the Trustees went through the various accounts that are under the Library's control. Ryan asked, as an example, what do we use the Dog Fund monies for? He would like the Library insofar as possible to use its own funds before coming to the Town for any funding.
  - He offered his services to help the Trustees make the best use of the Library resources.

Tom has a partial list of some of the trusts that the Library has and will research the rest to find out what they are and what, if anything, use they are targeted for.

Interim Library Director's Report – Chris Barbera

- A recent study of stacked books vs. open shelved books determined that the corona virus lasts longer than originally thought on the books. Quarantine period for books had been three days. It is now recommended to quarantine books for seven days instead.
- Nikita Guinan sent a thank you note to the Library for the scholarship she received.
- The ARIS report is complete: financial reports will be started next week.
- There were 67 curbside pickups in August. There has been a positive response to the Library being reopened.
- The virtual programming so far has been: Ed the Wizard, Didgeridoo Down Under and Blackstone vegetable gardening, which, unfortunately, was on the day the power went out in town. The book readers have been very well received.
- The Senior Book Club will be held in the tent outside the Senior Center, starting next month.
- There are two events planned for October: Mary Jo Maicheck, story teller, who would like to possibly be outside rather than virtual on October 2 and Greg Maicheck with a pastel drawing

program towards the end of the month. Tom motioned that Chris be able to put on these two events to her best judgment. Seconded by Morgan, passed unanimously.

#### Foundation – Tom Robinson

- Tom and Ryan went around the building and decided to contact the Mass. Historical Commission to find a qualified historical structural engineer and contractor to see what needs to be done and to write a specifications list.

#### Road Race - Connie Strittmatter

- To date, 90 people have registered for the virtual Road Race.
- Past sponsors for the race had their logos comped on the shirts as a thank you for all their support over the years.
- The shirts can be picked up at the Library.
- The 25<sup>th</sup> Road Race will occur the same year as the 150<sup>th</sup> anniversary of the Library.

#### Trustee Roles – Josephine Amato

- discussion of how to discuss the Library Trustee roles, whether via a dedicated Zoom meeting or within a regular Trustee meeting.
- The work needs to be spread out more, since some of the Trustees take on more work than others.

#### Other business

- July minutes. Motion to accept: Josephine, seconded by Tom, passed unanimously.
- August minutes, Motion to accept: Tom, seconded by Krista, passed with Connie abstaining, since she wasn't present for that meeting.
- Library's 150<sup>th</sup> celebration
  - What sort of events or activities does the Library want to have? Who does the Library want involved?
  - Some of the suggestions: target grades K-5, the Scouts and the Seniors.
  - Have people tell their stories of the Library and put them on Storycore.
  - Write postcards of why they love the Library.
  - Krista and Johanna will go through the collected minutes of the Library for any stand-out events that can be put on a time-line for the Library.

Meeting ended at 8.36pm

Next meeting, October 1 at 7 pm on Zoom

Respectfully submitted, Johanna Henning