

Town of Hubbardston

Board of Library Trustees
Meeting Minutes July 1, 2021

Members present: Josephine Amato, Morgan Brinker, Krista Goguen, Tom Robinson, Connie Strittmatter. Also present: Christine Barbera

Members absent: Johanna Henning.

In-person meeting called to order at 7:07 p.m. by Josephine Amato

AGENDA:

● **Library Director's Report**

Chris Barbera presented the Director's Report for June. She summarized the Facebook totals and noted a large increase in 'post reach'. The most popular posts: #1: It's been a long time... 831 (re: reopening) and #2: Book Sale... 210. A decrease in WiFi connections could be due to the end of the school year. Chris will post information about the Library's WiFi on the Library website to promote usage.

The library returned to normal business hours starting June 15 and patron visits have increased. Our monthly display for June highlighted LGBTQ+ Pride books. The Senior Book Club and special story time had good attendance. The Senior Book Club met June 23rd to discuss "*A Man Called Ove*" with 7 attendees. The library hosted a Toddler Story-time with Martha MacEwan of MOC (Montachusett Opportunity Council) on June 24 with 34 people attending. Martha will be back in July with another story.

The Library Book sale generated \$163.00 that we submitted to the town. The leftover books were taken to the book recycling bin near the Pizza palace.

Chris summarized the library budget and explained the categories. Future reports will include annual income in each category in addition to the balance and expenditure totals.

- "Services" are town-funded and include expenses like utilities
- "Supplies" are town-funded money for lendable materials
- "Donation Account" is funded with proceeds from the Road Race and other donations. It is used for the Library scholarships and for some items in the library collection, e.g. DVDs
- "State Account" funding is discretionary. We get about \$6,000 per year. It is used for the library summer reading program and some repairs.
- Some Library Trust Funds are restricted for specific purposes. Tom will investigate how much of trust fund balance is actually spendable

The Trustees will develop a spending plan tied to the Library's Strategic Plan with a focus on improving ADA compliance, e.g. elevator and accessibility.

Chris will contact Titan Roofing to schedule a date for the soffit repairs now that school is out. Chris also mentioned the library's participation in Field Day coming up in September. We can have Library Card application sign ups and 'take home Kits for kids.

- **September 2021 Road Race information**

Connie provided an overview of planning for this 24th Road Race. The Race will be held on Saturday Sept 11, 2021 and it will include an acknowledgement of the 20th anniversary of the 9/11 attacks. Letters have gone out to sponsors and previous participants. 14 people have already registered. The Race committee is collecting prizes and looking for more donations for sponsors and prizes. Trustees can help with set-up and clean-up on the day of the Race.

- **Book sale June 26 – review**

Trustees discussed the library books sale that was held in coordination with the Town wide Yard sale. The amount of money earned (\$168) from the sale was not worth the amount of work involved in the set-up. Most books were given away or donated rather than sold. The library will implement a weeding schedule to spread out the number of discards. Chris will investigate the possibility of giving children's books to Center School. Krista will investigate the possibility of using Better World Books as a partner for discarding.

- **Approve meeting minutes, May 2021**

Motion to approve: Morgan, 2nd Connie. Minutes accepted.

- **Scholarship applications review**

Trustees reviewed the four applications for the scholarship. Emma Goewey will get the second scholarship along with the scholarship already awarded to Julianna Amato-Hansen. The Trustees will present the scholarships to Emma and Julianna at the August 5 Trustee meeting.

Trustees will revisit the scholarship timeline in the fall to determine the best time frame for scholarship application and consider ways to better publicize the scholarship. This year, we extended the deadline to June 30 to gather a larger pool of applicants, but it may be better to start earlier e.g. Jan-May to coordinate with the school's award ceremony and participate in awards ceremonies at Select Board meeting. We awarded two scholarships this year, but we can consider awarding up to 3 or 4 scholarships.

- **Small and Rural library grant opportunity**

<https://www.ala.org/tools/librariestransform/libraries-transforming-communities/focusgrants>.

Connie presented an overview of this 'community engagement' grant opportunity worth up to \$3,000. The application is due by mid-September. Trustees discussed applying for the grant with a focus on presenting workshop(s) on understanding, evaluating and validating information and identifying 'misinformation/disinformation'. A subcommittee (Connie, Josephine and Krista) will meet to evaluate the feasibility of the grant opportunity. Morgan is also available to participate in the subcommittee.

- **Discussion about a new Chairperson and other positions for FY 2022** - postponed.
- **Town meeting review**

Funding for all of the Library projects was approved at the Annual Town meeting! Tom will begin scheduling the work on the building foundation and other projects to be done.

Future Agenda items:

- Discussion/ideas about ADA compliance
- Discussion of activities for 150th anniversary in 2 years
- Further Grants research information/discussion

Agenda items were solicited for the next meeting.

Motion to adjourn Morgan, 2nd Tom

Meeting adjourned at 8:30 p.m.

Respectfully submitted by Krista Goguen

NOTE: The June 2021 Library Trustee meeting was canceled due to technical difficulties with Zoom.

Next Meeting: 7:00 PM, August 5, 2021 at the Library