

## East Bridgewater Library Trustees Meeting

November 16, 2021

Meeting was called to order at 7:00pm. Board members in attendance were:

Susan Murray, Anne Marek, Cat Lea Holbrook, Jennifer Lonergan, Russ Hannagan and Director, Christopher McGee.

Member absent: Brenda Conca

Bills signed. A motion to accept the scribe's report for October 19th was made by Russ Hannagan and seconded by Jennifer Lonergan.

### Motion passed

### Director's report-

- Stats: Door counts and circulation moved up somewhat. Hoopla went up but OverDrive went down. The Director will continue to monitor usage.
- Staffing: A staff member tested positive for Covid at the end of October. She had not been working for several days prior to testing positive so other staff and patrons were not likely to have been exposed. Some staff members tested and all results were negative. Staff member has now returned to work. CPR/AED training was held on November 4<sup>th</sup>. It had been rescheduled due to power outage.
- Programs: Some outdoor games were offered for tweens and teens on November 5<sup>th</sup>. Overall the response was positive. Chef Rob is back on November 22nd to bake pumpkin muffins. Program will be held on Zoom and in person. The Library will have a table at Christmas on the Common scheduled for December 4<sup>th</sup> and Chris Buckley will offer an information session about applying for a passport on December 13th. Please check the library website for more upcoming events.
- "Kanopy" has been added to the services the East Bridgewater Public Library offers. Links to it are under "Library Services" in the menu on the website. It is a streaming video service like Netflix and free to our patrons. If you have questions, please contact our circulation desk for assistance.
- Facilities: The bookshelves for the Friends sale books have been installed. The Victorian cabinets have been removed and stored pending approval from the Board of Selectmen to surplus them. The alarm has been going off frequently and is being set off by the cleaning staff. The cleaners have been given new keys and the problem has been resolved for the time being. There is discussion about updating the alarm system and adding cameras. Last but not least, the new fax machine is not working due to a problem with the phone line. This problem is being researched and will hopefully be resolved soon.

- The Director has contacted the town's PR firm regarding a press release for the new Millet painting.
- Motion to accept the Director's report was made by Susan Murray and seconded by Russ Hannagan.

**Motion passed**

### **Friend's Report-**

The Friends' moved the sale books from the Meeting Room to the new shelves located on the second floor of the library on November 15<sup>th</sup>. They are nicely displayed and easily accessed. Thank you for a job well done. The Friends will also have a table at Christmas on the Common and offer cookies for sale.

### **New Business-**

The Director, Christopher McGee, provided copies of the FY2022 Budget Report for review. After discussing a few line items, the Trustees agreed that we were on target and had a little room to adjust some line items as needed.

Meeting adjourned 8:16pm.

Anne Marek, Trustee

**Next meeting December 21, 2021 at 7:00pm**