



MINUTES OF THE Manchester Public Library Trustee Board

Meeting Date : Jan 14, 2021

Call to Order : 10:30am

PLACE : Zoom

[https://us02web.zoom.us/meeting/tZUldOuopjgrGdChvEjw4wAwaNVNTMRtRrD1/ics?icsToken=98tyKuGppjgoGtyWsRqDRpwcGojCa_TxiHZcjad-lAnACTcHdSLhN8x0HIZSIzsi](https://us02web.zoom.us/join/https://us02web.zoom.us/meeting/tZUldOuopjgrGdChvEjw4wAwaNVNTMRtRrD1/ics?icsToken=98tyKuGppjgoGtyWsRqDRpwcGojCa_TxiHZcjad-lAnACTcHdSLhN8x0HIZSIzsi)

Meeting ID: 818 3208 3134

Passcode: 640761

PRESENT : Sara, Ric, Dave L. Dot

OBSERVERS: Becky Baun

- **Approved previous minutes of** : Dec 17, 2020 - Unanimously approved.
- **Directors Report** - review/discussion - Accepted
- **Old Business (updates on past projects, activities)**

Building updates including Clock tower floor repairs

DPW made repairs to clock tower floor; there were no structural issues. HVAC (air filtration) updates: success in the attic but in the crawl space under the children's room a problem was found with a heating coil. A 3rd company was called which set air filtration project back.

While discussing the clock tower, question arose re Steve Mitchell (our horologist) and the functioning of the tower clock. Steve has been inconsistent in servicing the clock. Dave will inquire who the First Parish Church uses for their tower clock.

COVID updates : For 7 weekends since Thanksgiving there have been staff members with varying degrees of exposure which has created complicated contact tracing and scheduling issues.

Collection, Building, Service, Staffing and technology :

Discussion re our collection budget and shifting resources to support new patron patterns. Sara reports that online digital use has soared. Overdrive statistics have increased 150% from a 6 month period in Oct 2019 to a 6 month period in Oct 2020. Hoopla has grown 300% in the same period. Kanopy (a new service donated by the Friends) had 2,136 visits since March 2020. While curbside pickup remains busy during the library shutdown, online services have increased dramatically.

Budget : State Aid Report from MBLC is reassuring that the requirements for certification are relaxed so long as there is no disproportionate cut to a library's budget of more than 10%. Discussion took place re a capital item for an ADA bathroom in the library. Trustees were concerned about the effect on an historic building and the relatively low dollar figure (\$40,000) for such a project.

Friends of Library : Becky, President of the Friends, reports that their grant application to the CPA for \$15,000 for library grounds has been accepted by the CPA committee.



- **Ongoing Business (current projects and/or activities)**

- **New Business (current projects and/or activities)**

Discussion of Open Meeting Law and how it pertains to two trustees discussing library business outside of open meetings. Further discussion of increasing the board to 6 members so that two are able to discuss library business outside of open meetings.

Wishlist for the Joint Friends-Trustee meeting next week: Trustees were agreeable to most of the items on the wishlist with some discussion re timing of landscaping, pollinator garden and storybook walk. However, two trustees are not in favor of the installation of a bee hive at this time. More research is needed to see if this property is suitable for bees and whether the board of health has regulations re a bee hive on public property.

- **Set Next Trustee Meeting** - goal is 3rd Thurs of the month. Feb 25 at 10:30am
- **Adjourned** – 12:54pm

Respectfully submitted by Dorothy Sieradzki