

Wilbraham Public Library Board of Trustees Meeting – March 16, 2021

Meeting called to order at 5:03 pm by Jim Jurgens. Meeting held remotely and recorded by Karen Demers.

Attendance: Karen Demers, Ray Burk, Linda Dagradi, Karen Grycel, Jim Jurgens, Cheryl Wesolowski, Marjorie Williams

February 16, 2021 meeting minutes reviewed and accepted following the correction of UPSEU spelling.

BOARD ITEMS

Computer and Internet Services Policy

Policy draft reviewed and discussed. WPL computers and WPL staff computers terminology to be used throughout policy. All agreed to flexibility regarding time limits at computers during low demand times. A note near computers with language to the effect that WPL reserves the right to limit computer sessions to 60 minutes during high demand times. Karen D confirmed there are no filters on computers. Linda D to make above changes to policy draft.

Dr. Seuss Books

Karen D stated WPL to maintain the Dr. Seuss picture book collection. Karen D and Heidi to develop a statement based on Dr. Seuss Enterprises position regarding appropriateness of some Dr. Seuss books. Insert to be placed in said books and available at front desk. BOT in full agreement with above plan.

Candidate's Event

Linda D requested BOT to consider the library's Brooks Room a neutral location for civic engagements such as Wilbraham Town Elections Candidates' Night. Karen D to discuss with Nick Breault for go-to-meeting possibility or library's zoom. Could Wilbraham Public Access televise the recorded session? An event moderator and a chat room supervisor would be needed.

LIBRARY DIRECTOR'S REPORT

Boy Scout Project/ Food Pantry Idea Update

Karen D waiting for Eagle Scout candidate Mason to provide his food pantry proposal which she will forward to Board of Selectmen.

FY2022 Budget Update

Karen D adjusted budget's various line items to meet the MAR in time for town meeting. Upcoming negotiations for employee raises and the transfer to the library budget will result in being above the MAR.

2nd Quarter Financials

Karen D provided detailed quarterly report noting we are at 48% of budget expended which is excellent. Motion to accept the financial report was made by Ray B and seconded by Linda D. The BOT unanimously accepted the 2nd quarter financials as presented.

Re-Opening Update

Karen D reported required quarantine time for materials has been reduced to 24 hours. This frees up the Brooks Room potentially for Friends of Library book sale, small 8 person meetings, etc. Instead of staff sanitizing patron work stations, patrons will be directed to wipe down said areas after each use. Browsing capacity will be increased from 8 to 12 patrons as of 4-1-21. Karen agreed to think about opening up in-person library appointments beyond the current Tuesdays and Thursdays. Delivery of library materials to at-home patrons manageable and going well.

Programs

Karen stated current virtual programs overall are resulting in higher participation numbers than pre-Covid in-person programs. Considering post-Covid virtual programs

Bargaining Unit Contract Update

Karen D reported Union Local 98 has had 1 meeting to date.

FRIENDS OF THE LIBRARY REPORT

Ray B reported Friends are looking for new revenue streams. An anonymous donor provided \$1000. The friends decided to spend donation on thank you gifts for membership renewals. Bus trips and book sale on Covid-hold. The Community Foundation determined additional need for disbursement policies. Suggestions generated for possible future bus trips included Winter Lights in Stockbridge and Tower Hill Botanical Gardens in Boylston which Ray will forward to Friends.

BUILDING/RENOVATIONS

Story Walk Update

Site walk scheduled for March 20th with the engineering group and Conservation Committee members. 19 abutters received letters regarding Library's Story Walk intent.

Sam scheduled to paint library soffits by 7-1-21.

Lift

Jim J reported no recent Lift activity and a balance of \$26725.79 in the account.

Miscellaneous

-Toi Graham, a Master Gardener and Landscape Design specialist to walk perimeter of library grounds with Linda D, Karen G and Cheryl W to assess current landscape needs and design.

-Ray B announced he will not be running for re-election as a library BOT in May.

The Library Board of Trustees meeting was adjourned at 7:06 pm.

The next board meeting is scheduled for April 20, 2021 at 5:30 pm.

Respectfully submitted by Cheryl Wesolowski