

Board of Library Trustees Minutes  
January 21, 2020  
Ashland Public Library-Cheever Conference Room

Meeting was called to order at 7:00 P.M. Minutes of November 12, 2019 were unanimously approved.

Present: Chair Bonnie Mitchell; Trustees Carolyn Bell, Lornie Bullerwell, Carol Ambacher, Kab Rabinowitz; Library Director Paula Bonetti; Children's Librarian Lois McAuliffe

It became apparent, after the power outage on December 7, 2019, with many people perusing Book Sale media in the Schiesske Meeting Room and other patrons and staff throughout the library, that clear emergency evacuation procedures were needed for both power outages and fire alarms. The Board reviewed an Emergency Evacuation/Closing memo The Library Director sent to the Staff on December 9, 2019. Additionally, written procedures will be posted in both the Schiesske and Cheever rooms.

Another four thousand dollar donation has been received from the Schiesske estate.

New signage of library hours will be posted on both the outside and inside of the entrance doors. This will completely cover the painted hour information currently on those doors.

The Library will begin a one year subscription to McNaughton to lease high demand titles to decrease wait time. It will piggy-back on the current high demand loan period so the books may only be taken out for two weeks. We purchased the basic lease subscription for \$4,000 and titles will then be returned once they are no longer needed to fulfill holds. There is a formula of credits to dollars and the option to increase spending if demand requires. There will be no charge to patrons unless overdue or damaged. Patrons must come in to pick up their books and no renewals are allowed. The service will supplement our current practice of purchasing one copy of each title for the permanent collection.

Minuteman has introduced an auto renewal system, not offered for on-hold books. This will eliminate the need for patrons to manually renew eligible books.

For the five-hour Library Page hiring, interested student volunteers, age 14 and higher, that completed our volunteer training were recruited. Three were recently interviewed and two were recommended to the Board: Derek Wang and Nick Bialzik. Olivia Cote was recommended as an alternate. The Board unanimously approved the recommendations.

The Musk Ox sculpture has been well received by patrons.

While there are defined requirements for shelter dogs, none exist for emotional support animals. Paula solicited advice from Town Counsel and the Board tabled discussion until the next meeting.

High traffic areas of carpet, namely café/exhibit area, Children's Room, Schiesske Meeting Room, Young Adult Room and on the mail level, from the circulation desk to the couches, were cleaned over a two weekend period and we are grateful to the Facilities Staff for this sorely needed effort.

The Library of Things is gradually coming together. Ten items have been bought and four are ready to go: a calligraphy set, a DVD player, a Happy Light, and a game.

The meeting was adjourned at 8:45 PM. The next Board meeting is February 18, 2020.

Respectfully submitted,

Carol Ambacher  
Secretary

