

Board of Library Trustees Minutes
May 13, 2021
Ashland Public Library-Zoom Call

Meeting was called to order at 7:03 P.M. Roll call was taken and emended minutes of April 20, 2021, were unanimously approved.

Present: Chair Bonnie Mitchell; Trustees: Carolyn Bell, Lornie Bullerwell, Kab Rabinowitz, Carol Ambacher; Library Director Meena Jain; Children’s Librarian Lois McAuliffe; candidates for Library Trustee vacancies in May 18 election - Guests Claire Goss and Linda Weene

The Board unanimously approved acceptance of a painting by a member of the Ashland community, Al Perry.

Meena presented the anticipated May 17 reopening plan for the library. Hours will be:

- Monday, Tuesday, Thursday.....10-6
- Wednesday.....12-8
- Friday and Saturday*10-4
*9-3 during Farmer’s Market season

Computer and study room usage will be two hours per day on a first come/first serve basis. Doors will be locked one half hour before closing. Communication after locking is possible as the video door monitor and intercom have been installed. There is a new protocol for curbside pickup whereby patrons will complete a request form on Google; staff will bag the item(s) for pickup on the requested day inside the Concord Street entrance. Details of the reopening and change in curbside protocol can be found on the town website.

It is now possible to have more accurate “people” information as a counter for patrons in/out has been installed.

There was a substantial drop in the current budget Salary line. A new “Technology” line was created and \$29K has been transferred to a combination of lines: Technology, Materials and Office Supplies.

The 14 -hour position has been posted on the Town website, with an anticipated July 1 start date. Hours will be Friday and Saturday 10-5. For the foreseeable months, two subs have been hired to assist with coverage.

On a permanent basis, the library will be closed on the Saturdays of Memorial Day and Labor Day weekends. July 4 of this year falls on a Sunday, allowing for closing on Saturday, the 3rd.

Monies from the building fund reserve will be utilized for several building improvements, a list of which is being currently determined.

The Strategic (5 year) Plan has an automatic one year extension to October 2022. If we want to apply for an LSTA grant next year, we will have to submit an Action Plan by December 1, 2021.

The issue of eliminating fines and fees is under consideration by the Town Manager.

We have a new Newsletter which is up and running. It is simply a matter of signing up to receive it in e-mail. It will present information on Book Clubs, Book Fairs, films, and a variety of programs. There will be a Local Author Book Fair for adults at the Corner Spot on Saturday, August 14 from 2-5 PM.

The Friends are holding a second drive-thru book sale this year on Sunday, June 6 from 1-3 PM in the parking lot across from the library. Prepackaged and sealed bags sorted by genre will be available at \$5 per bag. Staff will load patrons' bags into their cars and payment will be collected on exiting the lot.

Lois, Meena and Holly are spearheading the Summer Reading Program. "Tails and Tales" is this year's theme with a focus on animals. The program is open to all ages from children through adult and there will be prizes for all at the conclusion, as in past years.

The meeting was adjourned at 7:58 P.M. The next Board meeting is June 15, 2021.

Respectfully submitted,
Carol Ambacher
Secretary