Bancroft Memorial Library

Board of Library Trustees

Minutes: September 13, 2022

Present: Frederick Oldfield III, Chair, Christine Seaver, Secretary, Marie Riddell, Tricia Perry, Library Director

The meeting was called to order at 4:08 p.m.

Library Minutes:

* Motion made by Marie Riddell and seconded by Christine Seaver to accept the minutes for June 7, 2022. All voted in favor.

Facility Repairs/Renovations/Updates:

* Lighting- Over the weekend of August 21st, Fred received a phone call from our neighbor next door (Kelly Merchant) about a light flickering on the back side of the Reading Room. Fred went to the Library and unplugged the lamp. Concord Lamp and Shade have rewired this older fixture, as well as one of the “reading table” lamps that had been inoperable for several months.
* Patrick Mahoney from Guardian Energy Management will be coming out to do a site visit to move forward with DOER weatherization project.
* The carpets will be cleaned again as part of our cleaning contract.
* Circulation- The 600’s and YA collections were weeded and the YA collection has now been relocated to the Reference Room, and the ongoing Friends of the Library Booksale materials relocated to the corridor between the Children’s Room and the “skinny room”.

New Fiction has been moved to the Reading Room.

In July, circulation restrictions on new magazines were removed. All print issues are now fully circulating. Online access to Consumer Reports has also been implemented.

Use of e-content via Libby by Overdrive continues to trend upward. In July, many additional “cost per circ” titles were added; with e-content access much higher for the month of August.

Have increased ordering for bestsellers for large print. Now implementing a system to get anticipated bestsellers before their pub dates through our supplier.

Kanopy is not being widely used. It needs to be publicized.

Statue of Hope Update:

* Louise Freedman is planning to be on site the second week of October 11th for the mortar replacement/repointing work. Funds were encumbered for this purpose (with a year-end transfer from the unspent salary line.) Bob Erbetta arranged for repairs to be made to the tent cover, and that work has been completed. He is going to schedule a site visit with the scaffolding firm that he reached out to. Louise is also working on a lead with a local scaffolding firm to request a proposal for scaffolding and tenting.

Director’s Report:

* Accepted as submitted.

Budget Update:

* Do not have an update from the town. A request for a year end line transfer was sent to the Finance Committee and Select Board for their consideration for FY22. Select Board is meeting Monday, Sept. 26.
* Operational and Capital Budget Requests FY23- Will be tracking higher on book purchases. Capital Requests will be taken up at Special Town Meeting in the fall. Waiting to hear when that will be scheduled.

Summer Reading Recap:

* Was very successful. Raffle baskets were a huge hit.
* Total Number Registered: 217 participants read for 987 hours

Adults: 59

Children (0-5): 28

(6-11): 105

Teen (12 – 18): 25

Old Business

* Collection Development Policy was approved.
* Banned Books Week is Sept. 18th-24th.

New Business:

* Check It Out will be happening throughout October. Emphasis on K-3 due to loss of attendance during Covid shutdowns.
* The library will be open 12 pm-6 pm for Holiday Stroll on December 3rd. The Holiday Harmony Group has been scheduled for a 2 pm show, and Mrs. Kraimer will have a special children’s activity/program at 3:30 pm.

Public Participation:

* None

Adjournment

* Motion made by Marie Riddell and seconded by Christine Seaver to adjourn the meeting. All voted in favor. Meeting adjourned at 4:30 p.m.

The next Trustees’ meeting will be on October 4, 2022, at 4 p.m.

Respectfully submitted,

Christine Seaver

Secretary