

Board of Trustees, 1/11/2022

Committee: Greenfield Public Library Board of Trustees

Place: Virtually

Date: January 11, 2022

Posted Meeting Time: 5:00pm

Call to Order: Doris Cowdrey called the meeting to order at 5:01pm

Chairperson's statement: This meeting is not being recorded by the Library Board of Trustees. If any other persons present are recording this meeting, they must notify the chairperson at this time.

Roll Call: Sarah Ahearn-Bellmare, Bill Benson, Ed Berlin, Jonathan Cohen-Gorczyca, Doris Cowdrey, Joseph Ruggeri, Sam Wood

Other: Ellen Boyer (Director), Lisa Prolman (Ass't Director), Paul Jablon

Public: Mary Byrne

Welcome to Sarah, our new trustee!

- Changes/Additions to the Agenda
 - Hotspot policy
- Public Comment
 - none
- Approval of minutes from November Meeting (no December meeting)

MOTION: On a motion by Jonathan Cohen-Gorczyca seconded by Sam Woods, it was

VOTED: To accept the November meeting minutes with amendments with one abstention

- Friends Report
 - Made more money on the raffle than they thought
 - sold many more tickets than previous year
 - higher outlay for buying gift certificates
 - \$1,000 less than last year, but going to the YMCA and the popup market helped
 - Looking at other activities but don't know what they will be as of yet
- New Business
 - Jeanne Canteen's – president of the Foundation – husband passed away over the weekend
- Old Business and Committee Reports
 - Building Committee
 - everything is going great
 - at the last meeting, the only concern raised is that we might be under budget
 - weather has mostly cooperated
 - foundation is over half in
 - this time next year we hope to be planning the ribbon cutting
 - Foundation
 - Community campaign has shown widespread support for the library project

- Getting ready to make an announcement of where they are in the project
 - Lending Policy and User Agreement for Hotspots
 - Reception of hotspots has been good by public; patrons are grateful for the ability to use them in some outlying areas that don't have broadband
 - A handful are out at a time; generally, we are not having problems getting them back when they are due and have procedures in place – shutting the internet off – when they are not returned on time.
 - Hope is that MBLC will continue funding the project going forward and paying for the connections.

MOTION: On a motion by Bill Benson seconded by Jonathan Cohen-Gorczyca, it was unanimously
VOTED: To accept the Lending Policy and User Agreement for Hot Spots

- Director's Report
 - Sale of the current library: the RFP went out, tours were given to two interested parties, but neither party responded to the RFP
 - RFP is closed
 - Mayor will reissue that one or a similar one closer to the time of the new building's completion
 - It would be good to have a plan in place for post-library usage
 - Bequest from Corinne Dugas
 - \$1,000, so not enough to set up a separate trust
 - money has gone to the library's gift account
 - managed by the city
 - not the city's general fund
 - gives Ellen flexibility in case money is needed for unanticipated needs
 - our gift accumulation has gone down over the past few years
 - recently had two requests for partnerships in the library building
 - Judith from the literacy Center – looking for office and tutoring space
 - John Merrigan wanted GPL to take over the collection and staffing of the law library
 - Due to reduction from original library size, we have lost space for programs we need, and as such do not have the size or staff to accommodate these
 - A complaint was received from a patron about the way the Children's room is staffed and about the collection
 - removal of board books was mentioned
 - decision to remove these was Ellen's based on the fact that they tend to get chewed on by babies; all other collections are still extant
 - board book issues will get revisited after discussions with children's room staff
 - suggestion to give board books to kids when they sign up for cards or when a baby is born
 - not have them in the collection
 - question if there is some national or state guidance on having these books in the collection

- staffing has improved over the past two years
 - 1.5 positions instead of 1
 - always a children's staff person on the schedule on Saturdays and one night a week
 - next year's budget had another .5 position as we will need more people with the new library's bigger space
 - compliments to Ellen and Shannon for the friendliness and displays
- COVID
 - the city reinstated a city-wide mask mandate, although it never went away in city buildings; until it was put back in place, people were rude to staff, which has subsided a bit since masks must again be worn everywhere
 - Saturday a patron came in unmasked and with a lanyard stating he couldn't wear a mask and to be kind
 - patron has been called and it has been explained that we can offer curbside service
 - patron is grateful that he can still receive service without coming in the building
 - After conversations with the Mayor's Office, it has been decided a mask mandate is a mask mandate
 - library has the most traffic on a daily basis with people on both ends of the age spectrum
 - if you cannot wear a mask, we will offer curbside service, hot spots, phone or email assistance, but if you cannot wear a mask, you cannot come in the building
 - We have permission from Jenn Hoffman to ask people to leave if they are coughing or seem sick
 - So far, no one on staff has been diagnosed with COVID
 - library usage is down as COVID numbers have risen
- construction crew has put up a snow fence to keep people from walking too close to the construction site

MOTION: On a motion by Cohen-Gorczyca seconded by Sarah Ahearn-Bellmare,, it was unanimously

VOTED: To adjourn the meeting

Meeting ended at 5:54pm.