

Snow Library
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Orleans, Massachusetts 02653

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Snow Library Board of Trustees Meeting

Minutes

Tuesday, February 8, 2022

Call to Order:

Chair Steven Gass called the meeting to order at 4:15 p.m.

Trustees Present: Jamie Balliett, Mal Bornemeier, Jan Crabtree, Joan Francolini, Steven Gass, Deirdre White, Mark Ziomek.

Others Present: Tavi Prugno, Snow Library Director; Kevin Galligan, Selectboard Liaison

Public Comment: None. No public present.

Approval of the Minutes from the January 11, 2022 Meeting:

A **MOTION** was made by Mr. Balliett, to approve the minutes of the January 11, 2022 Board of Trustees meeting, which was seconded by Ms. Crabtree. All were in favor, with none opposed.

Trustee Chair Report:

As planned, Mr. Gass met with Select Board member Andrea Reed via Zoom. He also talked with Select Board Chair Meff Runyon. After consulting with Select Board liaison Mr. Galligan, Mr. Gass formally requested that the Snow Library's future be put on the Select Board Agenda at their earliest convenience. Mr. Gass predicts that this should happen in March or April. Mr. Gass will prepare a few slides in preparation for making key points about the library, including challenges it faces now and going into the future. Mr. Gass invited all meeting attendees to contribute to the presentation. Finally, Mr. Gass reached out to new selectboard member Michael Herman, who seemed supportive in general about Snow Library concerns.

Mr. Gass and Mr. Prugno both received an email from Tom Daily, with a proposed design for the accessible walkway from the parking lot to the village green. Mr. Gass suggested that he come to the next Board of Trustees Meeting, since the proposal will need approval to go forward, and it will allow members to give feedback.

Financial Report:

In discussing the Monthly Budget Summary, Ms. White had a question regarding the way the library had paid for the consultants. It was clarified that State Aid had paid for this.

Library Director's Report:

Staffing

Library Director Tavi Prugno and Assistant Director Kaimi Lum have finished interviewing for the staff librarian/technical services position and hope to have a recommendation for hire to the Town Administrator by the end of next week.

Cheryl Esty is the new library custodian, and will begin at the end of the week. Ms. Esty formerly worked in the Parks and DPW departments where her responsibilities included landscaping for all the municipal grounds.

Library Parking lot Closure

Due to the continuing work on the sewer pump station project, the library parking lot closed completely to all traffic beginning on Monday, January 31st and is expected to remain closed until February 9th. These dates can change depending on the progress of the work.

Damaged Children's Book Update

At the January 11th Board of Trustees Meeting, Trustee Mark Ziomek requested a status report on children's books damaged due to a ceiling leak in the children's area in late November Which was the result of a clogged drain. Nineteen books on the subject of Valentine's Day had to be withdrawn due to their damaged and irreparable condition. The total cost of the withdrawn books was approximately \$215.00, and Youth Services Librarian Ann Foster has replaced, so far, five of the nineteen withdrawn Valentine's Day books at a cost of approximately \$80.

Youth Services Report

Ms. Foster and attendees of the Thursday morning Story Time program will be reading books about pigs, fishes, frogs, and trucks during the month of February. For the craft portion of the Story Time program, participants will be making muddy paper pigs, sparkly rainbow fish, frogs from paper tubes, and popsicle stick trucks.

Ms. Foster's Take and Make craft kits for the month of February will consist of a thumbprint heart magnet, appropriate for Valentine's Day, and a paper helicopter.

Two programs for children provided by the Cape Cod Children's Place were originally scheduled to begin in January, but were postponed due to a surge in coronavirus cases. Baby's First Year and Baby Yoga will begin sometime in February.

Ms. Foster has been working on the Storybook Trail with Alex Bates from the Orleans Conservation Trust. The first book installed is entitled Tracks in the Snow by Wong Herbert Yee. Everyone involved in this project is planning a celebration party sometime during the April vacation week.

During the staff librarian/technical services vacancy, Ms. Foster will be cataloging all of the youth services materials and Ms. Lum will be cataloging all the other new materials.

Planning Committee Update

Mr. Prugno stated that The Planning Committee Focus Group would go forward as planned by Zoom, following the Board of Trustees Meeting on Tuesday, February 8, with Abby Strauss and Greg Pronowitz. Mr. Prugno stated that he would be at the Zoom meeting to introduce them. The survey devised by the Strategic Planning Committee, Ms. Strauss and Mr. Pronowitz is posted on the library website, the Facebook page, the e-newsletter, and the Town of Orleans website. In addition to this there are paper copies of the survey at the desk and the Orleans Senior Center and the elementary school librarian is distributing them to Orleans Public Schools. Mr. Prugno wrote an article for the Cape Cod Chronicle which appeared in the February 3rd edition, which talked about both the survey and the related community forums. In regard to the forums, the library staff had its Focus Group on January 20th, and staff who could not attend were encouraged to complete the survey and respond to questions. Originally there were to be 4 community forums on 4 different dates in January and February, however due to a lack of non-committee and non-board members that were registered, two forums were canceled. They will be rescheduled toward the end of February to allow people more time to register. These are Community Engagement Sessions, and there are now four. They will take place on February 16th, 17th, 22nd and 23rd.

Report of the Friends Representative:

Mr. Gass gave an update in the absence of Representative Elia Marnik. He stated that he had attended the last meeting, and the advertising for the new semester of Lifetime Learning is up and registration is open.

Other Reports: None. No other reports.

Old Business: None. No other business.

New Business: None. No new business.

Adjournment:

A **MOTION** to adjourn was made by Ms. Bornemeier and was seconded by Joan Francolini. The meeting was adjourned at 4:53 p.m. and members were encouraged to join the next Zoom Meeting.

Minutes respectfully submitted by Snow Library Board Secretary, Darcy Herrington.

Approved by the Trustees on 8 March 2022.