

Libbie Cass Library Trustees Meeting
February 24, 2022

Call to order by President Maryanne Petrin, 10:04 AM in the Protectworth Room

Roll call: Maryanne Petrin (Chair), Joyce Guinther (Treasurer) and Annika Munholand (Secretary) as Trustees; Alternate Trustee none; Selectman Dick Hendl; Head Librarian Laura Pauling; Also present Barbara Cooper from the Friends of the Library and Mark Durgin.

Review/acceptance of prior meeting minutes: Agenda moved, seconded, and accepted. Minutes from previous meeting moved by Maryanne, and seconded by Annika.

Treasurer's report:

Handout available at the main desk of the library. Joyce summarizes that the Day-to-Day account is balanced, and that the General Library Fund account did not have much activity. The \$4590 expense was for the installation of the new lights. Joyce reports that the Scholarship Fund account only had a deposit of \$60 from the sale of Christmas ornaments.

Selectman's report:

Dick reports that the Town is busy with the preparation for the up-coming town elections and town meeting. The police cruiser has been picked up but a few more things need to be done on it before it is ready for use.

Librarian's report:

Laura states that the circulation of the visits to the library have gone down a little. She also reports that there is \$85 left in the Kanopy account. The usual usage ranges from \$11-\$50 per month. The adult and kids book club is still going steady, and there were 13 viewers for the Zoom presentation about Fierce Females in Art. Laura mentions that the key change is in process. She also mentions that the Valentine's Day bubble science bags were a great success. She made 15 bags to be picked up, and there is only one left.

Public comment:

Barbara Cooper from the Friends of the Library states that they are planning to have at least one representative attend each Library Trustee meeting. She mentions that the Friends of the Library are meeting on the last Tuesday of each month.

Barbara mentions that they are planning an ice cream social to take place on July 16th. This will not be intended as a fundraiser, but more to increase awareness of the Friends of the Library and the Library. They are also thinking about having someone read a story or act something out. Laura mentions that the Town Recreation Department is also planning something for the same day. They were talking about having a performer. Laura suggests that Barbara should get in contact with the Rec. Dept. to plan something together.

Barbara states that the Friends of the Library will soon be publishing another on-line newsletter. She also mentions that she found the missing \$35 donation check intended for the Friends of the Library.

Barbara discusses some ideas that the Friends of the Library are thinking about. These include a “Springfield has talent” and a “Springfield Antique Road Show” day. She also mentions that Stephen Priest is knowledgeable about hikes and walks in NH and would be interested in giving a talk.

Old Business:

- Review rating scale for scholarship recipients

Annika mentions that she tested the Rating Scale with the scholarship applications from last year (April 2021). Some data was missing in the applications, so it was difficult to complete the rating. The Rating Scale will be put on hold for now, and then tested and re-evaluated with this year’s scholarship applicants. This year’s applications should contain all the necessary information to complete the Rating Scale. Mark makes a comment about how people returning to further education may not be able to obtain their transcript, and how this affects scholarship application evaluation. This question will also be addressed when the Rating Scale will be re-evaluated.

New Business:

- Collection Development Policy

The Collection Development Policy was briefly explained by Laura and then discussed among Trustees. Maryanne makes a motion to approve the Collection Development Policy, and Annika seconds. All in favor 3-0.

- Mask requirements

Discussion revolved around the overall reduction in Covid cases and the beginning of the removal of mask mandates in certain areas in NH. It was agreed that wearing a mask is optional, but that masks are available for any patron who feels uncomfortable entering the library without wearing one. Since the last Trustee meeting, as a response to Barbara Cooper and Lynne Bridges’ comments, Laura has added that “masks are available indoors” to the sign on the library door with regards to mask wearing.

Next meeting date: March 31, 2022

Adjournment: Meeting adjourned at 10:45 AM.

ACTIONS: None.