



TRUSTEES OF THE HARVARD PUBLIC LIBRARY
MINUTES FOR MONDAY, APRIL 5, 2021

ATTENDEES:

Trustees: Davida Bagatelle, Cary Browse, Gail Coolidge, Marty Green, Stacie Cassat Green, Jen Manell

Director: Mary Wilson

Guests: Mike Derse, Felicia Jamba, Timothy (Tim) Zobbi

CALL TO ORDER: 7:01 p.m. Meeting held via Zoom, recording is available on Harvard Cable TV

REVIEW OF FEBRUARY MINUTES: March 1, 2021 minutes approved.

DIRECTOR'S REPORT

State level:

- "Welcome to your library" is the theme of this year's National Library Week.
- All are invited to attend the virtual Mass. Legislative Breakfast on April 7.
- And the Dan Rather talk on April 8.

Town Level:

- Tim Bragan says that the Library's level funded budget was approved as submitted.
- There will be a 1.4% COLA this year.
- Merit raises of up to 1% will be voted on at Town Meeting in May.
- We are on track for spending through March with $\frac{3}{4}$ of this FY Budget.
- Town Hall is now open without appointment.

Library activities:

- Library has been open by appointment for a week. It is going well.
- Children's room is only open for visitors by appointment when Abby's schedule allows.
- Staff is beginning to be vaccinated. Maybe by the end of May or early June they will be fully vaccinated.
- Jill's desk has moved to the mezzanine for safe distancing.

- Curbside circulation year-to-date: 18,300 [this number is down for the same period last year, but that is likely due to bad weather]
- Over-the-counter direct circulation year-to-date is down 27%.
- Electronic circulation year-to-date is up 37% from last year!
- 8th graders have not be able to come to the library as usual, but they are still getting deliveries.
- CWMARS will be upgrading their software on Patriot's Day weekend.

COMMITTEE REPORTS:

Building and Grounds:

- Mark and his crew have been working on spring garden cleanup.
- Re-upholstery will be finished in June using the same fabric as the original; chairs are 12 years old now.

Communications:

- Bloom N Art poster will be added to the website and to the library calendar of events.

OLD BUSINESS

AV Project:

- Nick Browse will prepare a design for the Volunteers Hall project that will be sent to CCS for an updated bid.
- Hoping to start this summer, if possible.
- System will not have surround sound; allowing more reliable equipment to be used.

Charging Station

- Davida attended a meeting with Brian Smith and the Energy Point rep.
- The Library will not handle any part of the project.
- 2 charging stations take 3 parking spaces and ideally would be located close to the building.
- ** Davida will ask if it might be possible to locate the charging stations at the end of the driveway farthest from the building.
- Given handicap spaces and minimum parking requirements, it was agreed further discussion was necessary to determine if the HPL lot is a feasible site for the stations.

Local Digitization Project

- Library does not have time to take on this project
- Stacie's son, Jasper, has agreed to start this as his Senior Project; hoping other seniors will continue this in upcoming years.
- Several options for storage and software for this project; Jasper will connect with Davida's son, Graham, to explore how Graham's project is set up.
- Tim Zobbi has a portable light box that might be a good design for this project.
- **Tim will send product information to Davida.

NEW BUSINESS

Teens joining the board:

- Davida introduced Tim Zobbi (a sophomore) and Felicia Jamba (a junior) from the Teen Advisory Board. They have both been involved with library activities for many years. Felicia is planning her Senior Project which will involve running virtual story time and crafts programs with Abby Kingsbury.

Mike Derse, our Fin Com liaison:

- Mike introduced himself as neighbor and regular library user. He has 2 young boys and coaches soccer and baseball in town. Mike hopes to be a sounding board and to support library funding at Fin Com meetings.

Lions Club request to use fields on September 11:

- The Board voted to grant use of the land in front of Old Bromfield as in past years.

HEAC proposal:

- Brian Smith's proposal for repairs to Doors, stem wall and roof deck was reviewed.
- ** Stacey will contact Brian to let him know that the Trustees have no concerns with the proposal.

Seed Library:

- Davida reported that the Seed Library is working well.
- There will be a short film series about the seed library and the community garden.

**** Denotes action item.**

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NEXT MEETING: Monday, May 3, 2021 at 7pm.

LOCATION: Online via Zoom as per COVID-19 guidelines

MEETING ADJOURNED: 8:09 p.m.

Documents referenced:

Draft Trustee Minutes for March 1, 2021

Lion's Club request letter

HEAC proposal