

2020 NOV 20 AM 9:30

J. Brown

Freetown Board of Library Trustees
Minutes of Thursday October 22, 2020

7:00pm

James White Library

Call to Order: Chairperson Paul Sadeck called the meeting to order at 7:00pm.

Present: Irene Ashley, Linda Fournier, Lucille Rosa, Beverly Sadeck, Paul Sadeck and Nicole Davignon, Library Director.

Absent: Christine Paiva

Review of Payroll- Payroll for September was reviewed- there were no questions or discussion.

Review of Bills- Bills for September were reviewed- there were no questions or discussion.

Minutes- The minutes for September 17, 2020 were reviewed. On a motion made by Linda Fournier and seconded by Lucille Rosa the minutes were accepted. The motion carried unanimously.

Report of Library Director- Nicole reported that both patron use of curbside pick-up and appointment browsing has been steady at the White Library. Computer usage by the patrons is down- this may be due to the fact that they are limited to one hour. Curbside pick-up at the Hathaway Library is off to a slow start. Nicole is considering opening up the White Library another day during the week – she will keep evaluating the need for this. At the Hathaway Library the Highway Department will be replacing the old book-drop box with a new (gently used) book-drop that Brittney was able to find on a site where area libraries auction off materials. Prior to being installed the box needs to be sanded and painted. Nicole to contact area contractors regarding the painting of the box. Nicole reported that the “hot-spot” lending devices approved at the last meeting are on back order.

Vacancy of Library Technician Position- To be discussed at the next meeting. Members are to review the job description and bring suggestions/changes to the next meeting.

Delinquent Patron- Not all property belonging to the library has been returned by this patron. Nicole to follow-up with the police department regarding the status of this case.

New Business-

McNaughton Book Leasing- Nicole explained that this is a concept many libraries use. Cost is \$4200 per year and you must pay the cost up-front. The example used is that you “rent” 20 books per month each month. When interest in a particular book(s) decreases you send the books back. We get to keep 15% of the books we “rent”. This concept would decrease our need to purchase books that then sit on the shelves for years when interest in them wanes. On a motion made by Beverly Sadeck and seconded by Linda Fournier the library will enter a leasing program with McNaughton Books. The motion passed unanimously.

New Computer Workstation- Currently we are using an old table for the computer workstations for patrons to use. Nicole presented her research of workstations to the trustees. The cost the project would be \$4,500. Nicole was requested to purchase chairs to go with the workstations. Nicole will be using State Aide money to pay for this project. On a motion made by Lucille Rosa and seconded by Linda Fournier authorization was given to Nicole to purchase new computer workstations with chairs. The motion passed unanimously.

Carpet Replacement- The carpet at the White Library is starting to bunch and becoming a tripping hazard. Nicole to contact three companies to get a quote for a replacement carpet. Nicole will also contact Kim at the Town Hall regarding the ability to utilize the Therrien account. Members to be updated at the next meeting.

MLTA Meeting- Paul shared that the meeting will be held November 14, 2020 via zoom.

On a motion made by Lucille Rosa and seconded by Linda Fournier the meeting was adjourned at 8:11pm. The motion passed unanimously.

Next Meeting- November 19, 2020 – 7:00 pm.

Respectfully submitted

A handwritten signature in cursive script, appearing to read "Beverly Sadeck".

Beverly Sadeck