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Meeting Acushnet Public Library Board of Trustees

Thursday, April 27, 2023 at 4 p.m.

2023 MAY -9 A 2:30

In attendance: Jennifer Alves, Chair

Nancy Francis

Joan Howland, Secretary

Stephen Reale

Dina St. Pierre, Library Director

### **Secretary's Report**

A motion was made by Nancy to accept the secretary's reports from March 20, 2023 and April 13, 2023. The motion was seconded by Steve. All voted in favor.

### **Budget Report**

The budget is 83% spent out as it should be with 2 months left in the fiscal year. Operating will be spent out as close to 100% as possible in the next few weeks leaving funds for the water, phone s and Eversource bills. Dina noted that this year there will be 13 Eversource bills because we have always paid June's bill in July (which is the next fiscal year) but that is not the correct process so this year we need to pay June's bill in June and starting next fiscal year we will only have 12 bills which will be paid in the correct fiscal year. We have plenty of money to pay the extra bill this year since extra money was budgeted in that line as a precaution for increasing energy bills which did not occur. The Building and Grounds line is overspent because of an unexpected plumbing expense. When the plumber came to fix a sink issue, it was noticed that all of the sinks did not have pipe and valve covers thus not making our restroom ADA compliant. New pipe and valve covers were ordered for \$264 and have been installed. Stephen voted to accept the budget and Nancy seconded. All voted in favor.

### **New Business**

The library will be forced to temporarily reduce in-service hours due to staffing issues.

- Dina's last day will be May 13, 2023
- Vacant 19 hour Children's Room Assistant
- Two staff members must be in the building at all times
- Need to be open 40 hours/week over 5 days with some evening hours to be eligible for State Aid
- Vacation hours must be used before the end of the fiscal year

The library will be closed Saturdays from May 20, 2023 to June 17, 2023. This information will be posted at the library, town hall, social media and a memo will be sent to the Board of Selectmen. All due dates and hold pick-ups will be extended and these closures will not affect state aid. Steve made a motion to approve these temporary closures and Jeri seconded. All voted in favor.

The Lions Club has generously donated \$1000 to be used for the summer concert series. This will fund two of the eight concerts. Steve moved to accept the donation and Nancy seconded. All voted in favor.

The library director search committee is going through resumes and will soon schedule interviews.

#### **Director's Report**

Dina did training and has started ordering DVDs from a different vendor, Midwest Tapes, because the main vendor continues to have major delays.

Staff computers are too old and cannot be upgraded to Windows 11 so they will need to be replaced in the next calendar year. Dina's recommendation is to use the Stock Gift account, which is money for a new library. The computers can be purchased through SAILS.

The SAILS Library Road Trip is ending Saturday. The Toe Jam Puppet Band show under our pavilion attracted 172 people. On Saturday, the Hot Club Cheese Roll will be performing. Both shows have been funded by the Library Friends. Raffle tickets have been given out to anyone that attended either one of these programs and tickets will be drawn on Saturday for two winners to receive a \$50 Roseland gift certificate.

The summer concert series (8 concerts) has been funded by a grant from the Acushnet Cultural Council, the Acushnet Road Race Committee donation and the donation from the Acushnet Lions Club.

The next meeting of the Board of Trustees will be on May 8, 2023 at 4:30 p.m. Nancy moved to adjourn at 4:40 p.m. and Steve seconded. All voted in favor.

Respectfully submitted,

Joan M. Howland

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