

MINUTES

CHILMARK FREE PUBLIC LIBRARY TRUSTEES' MEETING JANUARY 13, 2022

Present: Trustees Candy Shweder (Chair), Janet Weidner and Jane Kaplan; Library Director Ebba Hierta and Library Assistant Director/Youth Services Librarian Caroline Drogen.

Meeting called to order at 11:01 a.m. via Zoom.

Minutes: The minutes of the December 16, 2021 Board of Trustees' Meeting were moved, seconded and unanimously approved as submitted.

Communications: The small libraries grant of \$2,500.00 has been approved for the Library, which represents the full amount.

The Library gift fund received \$8,400.00 in December, including \$5,000.00 from the Estates of Lillian and Ray Kelman. Lillian had acted as the Library's regular story teller for years. The remaining gifts represented contributions ranging from \$50.00 to \$2,000.00.

Director's report: The Library's total monthly circulation in December was 8% less than the total in 2019.

The Friend's book sale resulted in more patron browsing in the Library. The sale brought in slightly more than \$800.00. Set up expenses came to \$150.00 and there will be some disposal costs at the end of the event. Thus, the Friends will realize some profit from the sale. Approximately two thirds of the materials have been taken, and the rest will be left out for now as, due to Covid, this is not a good time to gather people together to remove them. Community Services took a lot of materials once they were offered for free, and they will hope to sell them.

The Library's programming has had good numbers.

Two of the Island libraries are only providing curbside pickup due to staff Covid infections. One library had staff to staff transmission in the library, despite the two affected staff being fully vaccinated and masked, because they were working in close proximity. Staff in the Chilmark Library work socially distanced.

New business: No date has been set yet for the FinCom budget hearing. The director will notify us once the date is set.

The Trustees need to consider the draft new Library Collection Development Policy. The existing policy is quite old, pre-existed the Director's tenure, and contains content that is no longer relevant or needed. The new draft is simpler and is general enough to accommodate future changes and new technologies. It also includes a form to be used to allow people to request that the Library reconsider a decision to acquire or remove an item. Such a request will be reviewed by the appropriate department head and the Director, and an appeal from their decision may then be brought to the Trustees, whose decision will be final. The Trustees will take up the draft at the February meeting along with a draft of an adult patron conduct policy.

Old business: Due to the surge in Covid cases, in person meeting are no longer being held in the Library, with the exception that the School's music class still uses the meeting room, but they enter it without going through the rest of the Library, and that room has its own air circulation system. There are currently no School class visits taking place, as the School has suspended testing and contact tracing, since they are not able to keep up with the surge demand. However, the Youth Services Librarian has

volunteered to continue preschool story times outside. Families are still coming for appointments to use the Library children's room.

The Library had had a test kit shortage, but that has been alleviated through the receipt of some kits from the Town, the state buying cooperative, which can buy in quantity, and individual staff use of kits they received from the Town.

The next meeting was scheduled for February 10, 2022 at 11:00 a.m. The meeting was adjourned at 11:22 a.m.

Documents:

Agenda for Trustees' Meeting, Thursday, January 13, 2022

Minutes from Trustees' Meeting, December 16, 2021

Library Director's Report to the Trustees - January 13, 2022

Draft Chilmark Free Public Library Collection Development Policy