

## MINUTES

### CHILMARK FREE PUBLIC LIBRARY TRUSTEES' MEETING

MARCH 10, 2022

Present: Trustees Candy Shweder (Chair), Janet Weidner and Jane Kaplan; Library Director Ebba Hierta; Library

Assistant Director/Youth Services Librarian Caroline Drogin.

Meeting called to order at 11:04 a.m. via Zoom.

Minutes: The minutes of the February 10, 2022 Board of Trustees' Meeting were moved, seconded and unanimously approved as amended.

Financial reports: The assistant director's salary was erroneously listed on the circulation salary line in the financial report prepared by the accountant. The total salary figure was correct.

Communications: The Chair got a call from the Chilmark School Principal a few weeks ago regarding school visits. The Chair told the Principal that the Trustees support the Director and the Library's school visit policies and that school visits will resume once the School librarian has returned to work. The Director and Board are not comfortable having children that have been exposed to COVID come to the Library unmasked, particularly as there is no contact tracing being conducted.

Director's report: Circulation is where the Director expected it to be. The Director stated that at a recent meeting that she attended, Edgartown reported that its circulation was down 50% as compared to 27% for Chilmark. Off-site circulation, being materials sent to outside libraries, is also down, showing a similar reduced trend in other libraries. Given that the school is not currently visiting the library, and that there is no in person programming to bring people into the library, reduced circulation is to be expected.

Program attendance has been good.

The book sale is over and the Friends made money after expenses.

The Edgartown and West Tisbury libraries have lifted their mask mandates. Oak Bluff library wanted to keep their mandate but were overruled by a 3 to 2 vote of the Selectmen. Vineyard Haven and Aquinnah still have their mandates.

Members of the staff are participating in various professional development courses and workshops.

New business: The Director explained various issues to be considered if the Library's mask mandate is to be lifted. Three of the six staff members work in high-risk environments, and three staff members are at high risk for COVID, including two that are immunocompromised. Protocols will need to be developed to keep patrons and staff safe. For example, staff could wear masks and social distance. Similarly, in person programming could be allowed with masks, limits on the number of people attending and social distancing. In person programming could be staffed by those who are at low risk. The meeting room has its own air circulation system. Test Martha's Vineyard will end this month and contact tracing is down, both of which may affect the reliability of reported case numbers. Staffing issues must also be resolved to deal with the summer schedule and with any end of the mask mandate. One of the circulation staff who has always worked on Mondays when that day is added to the summer schedule, will not do so this summer, as she feels she needs to limit her exposure, leaving no staff available to work the circulation desk Mondays. In the past, this staff member, the adult programmer and a summer hire worked Mondays. However, the current adult programmer is a recent hire, and is the least experienced staff member. The only other experienced staff member is the Director, who cannot work some Mondays.

There must be at least one experienced staff member present at all times. Unless an experienced staffer and circulation staffer, possibly the same person, can be found to work Mondays in the summer, the Library may not be able to open on Mondays. Further, given that half the staff are at high COVID risk, additional staff hours will be needed to perform work occurring in high-risk environments. The Director feels that she needs to add staff to provide additional Friday, Saturday and Monday hours before the mandate is lifted. The Director will advertise next week for a Monday circulation position and for the additional needed hours. However, the budget may not be sufficient to cover what is needed. If the budget is insufficient, the Director suggests that summer Mondays be eliminated, so that money could be redirected to adequately staff the Library once the mandate is removed. The Trustees will reconsider the mask mandate next month.

School visits will resume on March 11, with masks. In person programming is scheduled to resume in April.

A new Child Safety Policy was moved, seconded and unanimously approved by the Trustees.

A revised Public Library Art Show Policy was moved, seconded and unanimously approved as amended by the Trustees.

Old business: Hoopla is involved in a national controversy concerning its collection development. Its collection has been found to contain hate content, including recruiting tools, and content that is not fact based. Such content does not meet our Library's material development policy. Unlike Overdrive or Amazon, where you can choose what you wish to purchase, with Hoopla you buy the content of the whole platform. Hoopla has said that it will revise its policy. However, for now the Library will not join. The Director is looking at other platforms and is meeting with Library Ideas, another streaming provider platform that emphasizes younger audiences, March 11.

The next meeting was scheduled for April 14, 2022 at 11:00 a.m. The meeting was adjourned at 12:07 p.m.

#### Documents:

Agenda For Trustees' Meeting, Thursday, March 10, 2022

Minutes from Trustees' Meeting, February 10, 2022

Library Director's Report to the Trustees - March 10, 2022

Budget to Actual financial report from 7/1/21 through 2/28/2022

Draft Chilmark Free Public Library Art Show Policy

Draft Child Safety Policy

Existing Art Exhibition Policy