

Canton Library Board of Trustees Meeting

Minutes January 18,2022

Attendees: Trustees Chris Untersee, George Comeau, Betty Chelmow, Emily Prigot, Peg Mead, Joan Schottenfeld, Susan Cogliano, Jan Chamberlain, Nancy Connery and Director Andrea Capone

The meeting was called to order by Chair Peg Mead at 7:02 PM

A motion was made by Emily Prigot, seconded by George Comeau and unanimously approved to accept the minutes.

Security Camera Policy

After some discussion including whether we are synchronized with Public Records Law the chair advised that a vote would be taken on the policy next month after more validation had been done.

Personnel Update:

Tristian Cahill has begun work as our new custodian. He will take over the daytime schedule. His days off will be Wednesday and Sunday.

Tristan joined the zoom meeting so the Trustees got to welcome him.

An offer for the part time circulation assistant position has been made to William Whearty and he is now moving through the pre-employment process with HR. Will is a recent graduate of Worcester State University and is from Walpole. Will has experience working for the National Parks Service and hopes to pursue a graduate degree in history in the future.

Peg will go to the Select Board for approval. George made a motion that pending final review we approve this hire. The motion was seconded by Betty and unanimously approved by the board.

The updated Reference Librarian job description was approved by the union and the Select Board. The position must be posted internally for 10 business days for AFSCME employees to apply for. On January 27th, should no qualified AFSCME employee have applied for the position the library will be able to open the posting to external candidates.

Peg and Nancy presented a proposed plan that would be equitable for recognizing departing staff. Peg will present this at the next Friends Meeting as well as the next Trustees Meeting.

Director's Report

The New Year has brought new hope and optimism for the future to the library. Our hardworking staff continue to maintain inviting and interesting displays that capitalize on all of those resolutions folks are making. Please stop by to check out a display of materials on learning a new skill, improving your finances, or getting healthy! The library has a selection of materials ready to help you meet your goals!

While library foot traffic has changed since the start of the pandemic, we continue to see strong use of the physical space in the afternoon and evening hours. Our Young Adult offerings are increasingly popular, as students use the library as a place to safely gather to study and learn.

In response to the health conditions here in Canton, a temporary pause in in-person meetings and programs has been implemented until February 1st, 2022. As many programs and events as possible will be held virtually during this time.

Print circulation figures continue to improve as we rebound from the disruptions to services over the past year. In the month of December we circulated **13,762 physical materials and 4,047 digital items to Canton patrons**. We welcomed **59 new library card** holders in the month of December.

The library will present our request for funding of the feasibility and design study of the Library Green Space to the CPC on Wednesday January 19th at 6:00PM via Zoom.

Friends Update:

The Friends of the library met on January 3rd, 2022 and our YA Librarian gave a presentation on her upcoming programs and events. Plans were discussed for a February “Love Your Library” campaign. The Friends hope to use some of the Maker Space materials for a button making project and have set up a meeting to discuss with Andrea.

Strategic Planning Committee:

The Strategic Planning Committee has received a contract proposal from Barbara Alevras, from Sage Consulting which they would like to recommend. Barbara has worked with over 30 Massachusetts libraries and comes very highly recommended.

Canton Reads:

The committee is thrilled to announce our selection for Canton Reads. This year we will be reading:

“How to Be a Good Creature” by National Book Award finalist Sy Montgomery!

“This restorative memoir reflects on the personalities and quirks of thirteen animals—Sy’s friends—and the truths revealed by their grace. It also explores vast themes: the otherness and sameness of people and animals; the various ways we learn to love and become empathetic; how we find our passion; how we create our families; coping with loss and despair; gratitude; forgiveness; and most of all, how to be a good creature in the world.”

Ms. Montgomery will be participating in a virtual presentation on April 27th, (Time TBD), for the Canton Community. Stay tuned for more information as we publicize our schedule of events over the next few weeks.

Interior Renovation Committee:

Work has begun with TSKP and they are in the process of developing plans and designs for our project.

Budget Update

Andrea reported that the library is on track for spending for the current FY.

Upcoming Programs and Events:

All programs through February first will be held remotely. Please save the date for Sy Montgomery virtual presentation. April 27th, evening. Exact time TBD.

Monday Jan. 24th at 7:00PM VIRTUAL: Alafair Burke and Hank Phillippi Ryan in conversation

Start off the New Year with a virtual visit from two favorite authors and the Canton Public Library. On Monday, January 24 at 7:00 pm, join Hank Phillippi Ryan in conversation with Alafair Burke via Zoom.

Monday Jan. 31st at 7:00PM *Virtual Practical tools for stressful times: Finding resilience in this winter season and beyond*

All of us have experienced stress and challenges during this difficult year but we may be less aware of the ways our brains can contribute to and even exacerbate our experience of stress, and what we can do about this. In this informative and inspirational talk, you will learn about four practical tools that you can bring into your day that can help you build resilience in the face of stress. There will be a presentation and several short, experiential exercises, followed by a Q and A.

Library Services Discussion

When there is inclement weather Andrea is authorized to close the building and, if possible, confer with the chair. The library is different from many other town departments as it is open some evenings and on Saturdays. There was also discussion about when the town calls for opening delays as library hours start later. Given that, the late start should take into account when we normally open and add the delay time on to that. It was agreed that a “cookie cutter” solution doesn't always work for determining library closings.

The Trustees Executive Committee recently met and given that it appears the omicron surge has not yet peaked in-person library programs and meetings are suspended until 2/1/22. Story Time is being held on ZOOM and the Homework Center is on pause. Andrea will continue to work closely and monitor the situation with Barbara Reardon and the BOH.

The meeting adjourned at 8:21 PM

Respectfully submitted,

Nancy Connery, Secretary

The next Trustees Meeting is scheduled for March 15th at 7:00.

