



Lunenburg Public Library

Trustees of Lunenburg Public Library, Meeting minutes November 17, 2022

Attending: Kate McCarron, Bob Conroy, Harry Kubetz-remote, Dick Mailloux, Donna Saia, Muir Haman – Director LPL, Maia Wentrup, Laura Boussom, Robin Venezia

The LPLBT meeting was called to order at 6:47 p.m. by Dick Mailloux.

Public Comment

- Robin wanted to thank the BOT for their help in setting up and running the Friend's book sale. The Friend's made \$1339 from the recent sale.

Agenda Items

- **Approval of Minutes**
 - Kate made a motion to accept the minutes of October 19, 2022 as presented. Seconded by Maia. The motion passed unanimously by roll call vote.
- **Director's Report**
 - We are 1/3 expended, typical for this time of year.
 - Fridays are still very popular. Harry asked which is the busiest day? Muir said Wednesday is due to programs and meetings. Saturday between 10 and 12 is busy. Friday afternoon is the busiest weekday.
 - Victoria, the page, is leaving. Julie B. is re-retiring. Some interviews are scheduled for 11/21 and 11/22 and the opening has been reposted.
 - The updated strategic plan has been submitted to MBLC.
 - Lydia has had a number of programs. The 'Bucket List Book Club' has had significant interest. There was an indigenous history program that 20 people attended.
 - There was a teen program to make pronoun buttons.
 - The Turkey Hill school visits have been delayed. Muir will revisit this with a possible Jan/Feb start. Maia asked if the 6th grade classes have been invited to come to the library? Muir said he would look into this.
 - The LED project is finally done. The HVAC system was a top priority for the capital plan requests. Exterior painting is also a high priority. Muir got a quote for this for \$36k.
 - Some temporary computer stations have been set up just inside the entrance to the Children's area.
- **Director's Review**
 - Individual reviews from the BOT members are in. Harry scheduled a subcommittee meeting for December 11th at 11 am to compile a completed review. We should be able to vote on it at the December meeting.
- **Trust Fund Update**
 - Harry had a meeting with the town, Edward Jones and Bartholomew. Edward Jones will talk with Harry tomorrow about what is required to move forward.
 - Dick pointed out that we could just stay with Bartholomew and still choose our own investment strategy. He also said we should sit down in person with Heather and Mylene to work out a detailed list on how to proceed.
 - Donna asked if the BOT gets to decide how the funds will be invested.
 - Kate asked where the Touchstone funds are currently. Muir said they are in with the town funds.
- **Library Sign Discussion**
 - Muir has been in touch with Johnson-Roberts Associates, the library architects, and they are willing to help us with some design ideas.

- **By-Laws Review, Discussion, and vote**
 - Discussion was postponed until the December meeting.

- **Friends of LPL Update**
 - The Friends did not have a quorum so there wasn't a meeting. There was some discussion about ideas for chocolate tasting.

- **Board Comments**
 - Dick offered congratulations to Lydia for the recent programming.

- **Adjourn**
 - Motion to adjourn by Maia. Seconded by Donna. Meeting was adjourned at 7:45 p.m.

- **Attached Documents**
 - November 17, 2022 Agenda
 - November 2022 Director's Report
 - November 2022 Adult Services Report
 - November 2022 Teen Services Report



Lunenburg Public Library

AGENDA

Lunenburg Public Library Board of Trustees
Wednesday Nov 17, 2022 6:45 p.m.
Lunenburg Public Library
(in-person meeting)

- Public Comment
- Agenda Items
 - Approval of Minutes of October 19, 2022
 - Director's Report
 - FY 2023 Budget Update
 - Staff Update
 - Programs Update
 - Technology Update
 - Building & Maintenance Update
 - Director's Review
 - Trust Funds
 - Update
 - Investment Policy Discussion & Vote
 - Library Sign Discussion
 - By-Laws Review, Discussion, and Vote
 - Friends Update
 - Board Comments
 - Other
- Adjourn



LUNENBURG PUBLIC LIBRARY DIRECTOR'S REPORT

• Financials

FY23 Budget update

hb

October is 5/12 = 41.6% complete

• Staff

Fridays continue to be a popular time for visitors.

Victoria, one of our library pages, has had too many activities outside of her library duties and has decided to pursue those interests. So, we have posted an opening for library page. Interviews will be the afternoon of 11/17.

Julie Bozicas will be re-retiring and leaving us. So, we continue to interview and accept applications for library assistant. We will have more interviews 11/21 and 11/22. We have reposted this opportunity on the MBLC site and resent it out on the list servs.

Our updated strategic plan (FY24 action plan added, no other changes) was submitted to the MBLC to retain our eligibility for grant funding.

• Programs

Lydia G. has started a "bucket list" book club and has had significant interest so far. Last week's program on the indigenous history of North America was attended by around 20 people who appreciated the topic very much.

A number of people have taken advantage of drop-in tech help with Francesco, and given positive feedback.

One of the great teen programs from the last month or so drew 26 teens to make "pronoun buttons" advertising individual's preferred pronouns.

• Building & Maintenance

The LED project is finally concluded.

Replacement and redesign of the HVAC system was my top priority for Capital Plan requests. Though, painting and maintenance of the library exterior was estimated at \$36,000 by one vendor, and that is a high priority as well.

• Technology

We've set up a few temporary computer stations for teen overflow just inside the entrance of the children's room. Many afternoons we see a large number (30+) of teens and tweens working on homework, playing computer games or just hanging out. This setup should help them feel a little more comfortable than having to go all the way into the Children's room.

Trustee Report
Adult Services Department
November 2022

Programming success has continued in the Adult Services department and we are optimistic that the trend will carry on to the close of 2022!

Recently we held the Fall Puzzle Swap on Saturday November 12th, which was attended by 45 people who donated 375 puzzles over the past two weeks and exchanged 239 tickets for new-to-them selections. Because of the great response to these puzzle swap events, we plan on holding on one quarterly going forward. The next swap is planned for February and will hopefully see similar success.

Our latest book club - "100 Books Bucket List" Book Club - launched on November 1st and got off to a great start. We had 6 readers join our discussion on George Orwell's *1984*. They also expressed an eager interest in reading and discussing our December selection *Persepolis* by Marjane Satrapi. Our goal is to grow the book club over time and try to track potential fluctuations in attendance due to title choice, time of year, or quality of discussions. We will monitor and assess the book club as we go through the year and make adjustments if needed.

The Library also hosted a talk by Dr. Christoph Strobel of UMass Lowell on November 2nd about the history of Native Americans in New England which was well attended. We had 19 attendees join us for an informative presentation by an engaging speaker who was passionate and well educated on his topic.

Looking ahead, we will be doing several different crafting events in December which are historically better attended than lectures this time of year. We have the monthly session of Craft Lab on December 21st where we will make mini holiday wreaths out of mason jar rings and garland. And during the holiday school vacation break, there will be a session for tweens & families to make clay gingerbread house luminaries on Wednesday the 28th and two sessions for younger kids and their families to make no-sew rice filled sock snowmen on Thursday the 29th. I am partnering with Susan for the tween & family craft event and with Debbie on the other two to ensure success for our participants.

Additionally, we are launching a winter reading Bingo challenge on Beanstack to run December 1st through the end of February 2023. Our virtual logging software Beanstack has developed a new challenge format to mimic Bingo cards by using badges to create the squares. It will be an experiment to see how well readers do with the new challenge format, but the opportunity to win prize bundles should help motivate them to try it out.

There are many exciting things currently happening for our adult patrons at the library, and even more planned in the upcoming months. We are enthusiastic to see what else we can do for our community in the next year.

Respectfully submitted,
Lydia Gravell

November 2022 Teen Services Trustee Report

Overview:

Activity	Number	Engagements
Tweens & Teens Virtual Cooking (10/20)	6 registered	4 showed up
Tweens & Teens Virtual Cooking (10/27)	10 registered	6 showed up
Random Reads (November)	7 registered	6 participated
Anime Club (11/9)	0 registered	N/A (event cancelled)
Teen Instagram: 369 followers	12 posts (past 30 days)	66 interactions (past 30 days)

In Detail (as of 11/15/2022):

- **HOMAGO: Hang Out, Mess Around, Geek Out**

We've seen a few days of low attendance (it was pretty quiet in the library after school on Halloween), but we're still averaging 15-20 teens hanging out in the Teen Room after school each day along with a large number of teens using the tables in the main area of the library. Recently I've had more teens asking me for help with their homework, but most of them still are using the library as a space to hang out with their friends and/or use the library computers to play games.

- **Random Reads**

The Random Reads program seems to be picking up, so far no one that participated last year has joined this year but I'm seeing new names signing up for it. Feedback has been positive. The majority of the participants have been 5th and 6th graders, but I have received a few signups from high school students.

- **Board Games in the Teen Room**

I'm starting to work through the abundance of board games located in the Teen Room to make the collection more organized and to consolidate what is available for use (which will free up shelves to use to expand the Non-fiction, Manga, and Graphic Novels collections in the Teen Room. The majority of board games have never been touched in the last two years that I've been here. My goal is to leave out games that are quick and easy to play. Given the sheer volume of board games that are currently in the Teen Room and in the book drop storage closet, we might want to think about how best to use these items. Do we want to circulate them? If so, how do we best manage ensuring all pieces are returned and that the game is not damaged/what would we do if not all pieces are returned or pieces of the game are damaged.

- **Anime Club**

I'll give the Anime Club a few more months, but right now I've only had 1 teen show up. Right now the club is for grades 9-12 but I might shift it to be open to grades 6-8 to see if I get more interest before officially cancelling the monthly program.

Respectfully submitted,

Susan Elbag, Teen Librarian