

BRIDGEWATER PUBLIC LIBRARY
TRUSTEE COMMITTEE BOARD MEETING
MINUTES

January 26, 2021

Meeting Called By	Connie Franciosi
Type of Meeting	Regular
Recording Secretary	Matthew Gerritsen
Attendees	
Call to Order	7:02 p.m.
Meeting Adjournment	7:58 p.m.

Meeting of the Board of Public Library Trustees (the “Trustees”) of the Bridgewater Public Library (“Library”) was held via video conference held on Zoom. The date, time and access information were posted pursuant to the relevant open meeting rules.

1. AGENDA APPROVAL:

It was moved (Dye) and seconded (Sarno) to approve the Agenda, motion passed unanimously.

2. SECRETARY’S REPORT:

Mr. Gerritsen apologized for the error in noticing the meeting for 1/19 and confirmed that notice had been submitted for the remainder of 2021.

Minutes of 11/17/2020 Meeting were circulated prior to the meeting. Mr. Gerritsen noted that the date for the January meeting had been corrected since circulating the minutes.

It was moved (Sano) and seconded (Golden) that the minutes be approved, the motion passed with Matthew Gerritsen abstaining.

3. CHAIR’S REPORT

The Chair thanked the Trustees for their support in regard to certain personal matters.

The Chair commented on the October book sale and was encouraged by both Trustees participation and the community enthusiasm.

4. CORRESPONDENCE:

No correspondence was received.

5. DIRECTOR’ S REPORT

Written report submitted and attached.

6. COMMITTEE REPORTS:

No Committee Reports were submitted.

7. OLD BUSINESS:

Mr. Gerritsen discussed the submission of the Trustee’s requested charter changes and committed to attend the appropriate meeting of the Charter Amendment Committee and speak in support of the submissions.

A revised press release supporting the Black Lives Matter movement and furthering the library's commitment to diversity. The Trustees also discussed proactively seeking input from groups that might be affected by lack of diversity in the Library's collections and services.

8. NEW BUSINESS:

No new business was brought before the Trustees.

9. PUBLIC COMMENT

No Public Comment.

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9. DATE OF NEXT MEETING: February 16, 2021.

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There being no further business the meeting was, upon motion duly made (Gerritsen) and seconded (Golden), adjourned at 8:14 PM.

BRIDGEWATER PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING TUESDAY, Jan. 26

Director's Report

Technology & Library Services

- Virtual Services still expanding
 - Lightbox trial was received well. Will be starting full subscription in coming week or 2.
 - Creativebug will be accessible via our website in February.
 - Art with Rose still successful
 - Jenny is doing virtual origami program
 - Vanessa M. is offering an indoor gardening virtual program
 - Beta testing an in-app curbside pickup contact system w/SAILS
- Winter Reading Program
 - Engagement is high, with new participants being added every week
 - Many great prizes from local area businesses.
 - Can earn virtual raffle tickets for prizes by watching virtual programs, reading, etc. and logging activities in the Beanstack app.
 - Snowflakes represent participants and snowballs represent time reading.
- 3D Printer
 - Generated seasonal cookie cutter sets for Winter Reading Program
- *STILL* working with town to get new updated equipment and systems
 - It seems the library was cut from this round of telephone networking.
 - Library still locked into telephone contract for the year anyway, so there is no urgency
 - Working on acquiring new update workstation computers for the staff.
 - The new laptops and docking stations have been dropped off.
 - Finalizing setup and testing as we phase out older desktop PCs
- Library is at a town mandated minimal staffing schedule
 - Each team member only works in the building 2 days per week and the rest of the week remotely.
 - Minimal number of staff in the building at any given time.
 - No specific date of return to normal staffing has been decided. Town assess the data from the state and makes a decision on Friday regarding the next week.
 - Curbside pickup usage numbers are dwindling.

Staff

Collection Development

- Assessment and weeding of the adult nonfiction collection is moving along swiftly.
 - New titles being purchased and added to the collection weekly.

- Items for the Library of Things and Tool Lending Library are being processed and cataloged as they come in.
- Beginnings of very long-term unified labelling/cataloging project
 - Creation of cataloging/labelling policy for standardization of collection
 - Relabelling of entire library holdings
 - Starting with YA graphic novels and then YA collection.
- Making great strides in building up our resources on Anti-Racism.
 - Jenny has provided an informational list (representative but not all inclusive and a work in progress)

Facility

- Had significant leaking in Children's Room during December rainstorm.
 - Town's new building manager, Chris, came in assessed damage, resealed some areas, and then patched and painted cracked areas.
 - New outdoor WAP installed on back of library building
 - Part of an initiative to bring complimentary town wifi to the public area surrounding the Academy building. (public wifi is now available throughout the entire library grounds)