

RECEIVED
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2021 MAY 13 AM 11:10

Norton Public Library
Meeting of the Board of Trustees
Via Remote Participation
Tuesday, April 13, 2021
6:02 PM

Present: Lisa Daly-Boockoff, Patricia Binegar, Brian Stalters, Robert Keating, Jill Mathieu, Christine LeFort, Lee Parker, Amanda Viana

Absent: Robert Berg, Herb Ellison

Clerk's Report: The Clerk's Report was read and discussed. Patricia Binegar made a motion to accept the minutes, seconded by Jill Mathieu. Approved.

Treasurer's Report: The Treasurer's Report was read and discussed. Brian Stalters made a motion to accept the report, seconded by Lisa Daly-Boockoff. Unanimously approved.

Parks: Brian Stalters met with the abutting neighbor in regards to his complaint about brush and other natural debris on the property line. Brian met with Matt Crowe to get a price to remove said debris and a downed tree. Christine LeFort reported broken masonry along the stone wall of the fountain area. A brief discussion regarding people sleeping on the park benches was had and would be looked into. Herb and Lee walked the park to determine the layout for the permanent Story Walk. A donation of a park bench in memory of Sheila Starratt from the Knot Just Knitting group was received. Brian Stalters made a motion to receive the bench, seconded by Patricia Binegar, motion approved.

Building: ADT was called to request the fire alarm report for us and the Fire Dept., which has not yet been received. On March 1, we had no heat again. It was 55 degrees in the main area of the library and the Community Room and Hiltz Room had no heat. SS was called and Brian said to close for the day. When the technician arrived, he found the pilot light/ flame was out. After making the correction, the heat began to come back up. On March 2, SS came to do preventative maintenance to the heating system. The heat was not working properly upon entering the building. They found a duct smoke control wire was not connected at the unit which shut off power to the unit controller, causing four thermostats to shut down. Kyocera was contacted to fix the red streaking on the public copier. Larry Harmon of Air Barrier Solutions came to look at the soffits and wall by the parking lot as well as the attic as a follow up of the Green Communities Weatherization audit. Leal Electric was contacted in regards to the parking lot lights.

Director & Youth Services Monthly Report: The Library website and displays were updated from winter to spring and time was spent planning the summer schedule. We had two years' worth of Cultural Council grants to coordinate, plan and schedule, with many additional complications this year, being with the park, to-go kits, or combined zoom or virtual classes. Some details are being worked out, and we will seek additional funds from the Friends. Open adult stacks and increased hours have resulted in more visitors and a higher number of checkouts. We will continue to offer contactless pickup as it has proved to be popular. Sandy, Melanie and Amanda continued with collection maintenance and new orders. Social media posts ranging from programs, increased hours, and reminders of the various databases that are offered were posted. Informational videos of browsing the open stacks, behind the scenes quarantine, and all that has happened in the year we first closed due to COVID-19 were posted as well. The Zumba classes and book groups continue to do well. Amanda edited a video of an author reading and Q&A about dealing with chronic illness and posted it to our video page.

Leah hosted four sessions of Page Turners/Jr. Friends hangout over Zoom. Puppeteer, Leigh Baltzer, offered a free puppet show over Zoom and the people who attended enjoyed the show. Using the last of

the previous Friends of the Library funds, we were able to create three rounds of creative fun. We distributed 94 kits to our young patrons comprising of build your own wine cork boats, design your own superhero, and hone your detective skills. There was an uptick in reader's advisory and reference questions. She selected books for preschool teachers' curricular units, several families with multiple children, and students with book reports and projects. These requests were received by email and through the Custom Checkouts form. She also contributed to the Library's social media presence highlighting the collections, services and to create community engagement around children's media. Summer programs are in the works. Cultural Council performers were contacted for the 2021 season and coordinated to get placed on the calendar. Marsha and Gina from Self-Help Inc. have gotten the go ahead to resume outdoor programs for spring and summer.

Correspondence: We received notification that the second payment of the State Aid of \$16,695.86 was received. Linda Spiegel donated and thanked the library and Kelly for the Zumba classes. The Police Dept. requested the use of the Community Room for their training classes. A thank you was received from the Girl Scouts for allowing them to sell their cookies in the library parking lot.

Old Business:

New Business

Bills: Lisa Daly-Boockoff made a motion to pay the bills, seconded by Robert Keating

Next Meeting: May 11, 2021 at 6:00pm

Adjourned: 7:21pm

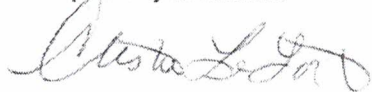
List of Documents used at the meeting:

Clerk's Report

Treasurer's Report

Director's & Youth Services Reports

Respectfully submitted,



Christine LeFort, Clerk



Brian Stalters, President