

EAST LONGMEADOW PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES
Meeting Minutes for August 18, 2021

The East Longmeadow Board of Library Trustees held its regular monthly meeting on Wednesday, August 18, 2021 at the East Longmeadow Public Library.

Trustees present were Chair David Boucher, Vice Chair Cynthia MacNaught, Secretary Christina Cooper, and new trustees Nancy O'Connor, Amy Johnson and Amy Pawle, as well as the board's Student Trustee member Julia Boucher. Layla Johnston, Library Director, was also present. Don Maki, Executive Director at ELCAT for the Town of East Longmeadow, was present to video-record the meeting.

I. CALL TO ORDER

Chairperson David Boucher called the meeting to order at 6:01 pm.

This meeting was audio and videotaped for future broadcast on ELCAT.

II. PUBLIC COMMENTS

None.

III. MEETING MINUTES

Minutes for the June 16, 2021 meeting needed approval. Cindy MacNaught motioned to accept the minutes, Nancy O'Connor seconded, and the motion passed unanimously.

IV. DIRECTOR'S REPORT

Building Maintenance: Library Director Layla Johnston reported that a part is on order to repair the library water fountain.

Staff: The circulation department is once again fully staffed, and new employees Amanda Damon, Angela Parker, and Tammy Tudryn began in the month of July. Technology Coordinator Sharon Bellenoit retired after 14 years of service to East Longmeadow. Part-time Children's Associate Kay McCormack is now full time and will work on after-school programming for middle school age range as well as her traditional duties of story times and collection development.

Interviews for the open Library Technology Coordinator position and part-time Children's Department position are underway.

Public Services: Once staff positions are filled, the library anticipates restoring full service hours in September. Regular service hours are Monday through Wednesday 9:30 am – 8:00 pm, Thursday, and Friday 9:30 am – 5:00 pm, and Saturday 9:30 am to 4 pm. Our first open Saturday will be September 11, 2021.

Hampden County is currently a high-transmission area for the coronavirus, We are requesting that all individuals wear masks when visiting the library, regardless of vaccination status, due to the change in CDC recommendations on July 27. Wearing a face covering is a request for vaccinated individuals at this time, not a mandate. Unvaccinated visitors are required to wear a mask per our Town Manager for all Town of East Longmeadow buildings.

Town Information: Amendments to the Charter were approved at the June 8 annual town election, and the amended version is on the Town's website under the Government link on the home page.

Trustee Information: Trustee Christina Cooper was featured in an article on MassLive, discussing her children's books as well as her work at the Storrs Library in Longmeadow. A link to the article may be found at:

<https://www.masslive.com/entertainment/2021/07/east-longmeadow-childrens-author-christina-uss-looks-at-worriers.html>

Massachusetts Board of Library Commissioners: The Annual Report Information Survey (ARIS) is completed and ready for signature and submission to the Mass. Board of Library Commissioners. The library's annual ARIS report is required for our certification for State Aid to Public Libraries. Layla Johnston will attend an upcoming workshop on the requirements for the Financial Application for State Aid to Public Libraries on Tuesday, August 31.

Student Trustee/Teen Advisor: Julia Boucher and Layla Johnston met on August 12 to discuss potential responsibilities for her role as Student Trustee, and decided to use this as her title. Further information will be presented at the next trustee meeting.

For additional details, see the Director's Report of August 18, 2021.

Cynthia MacNaught voiced the hope that patrons will make the choice to wear masks in the library to protect the health of others, especially in the Children's Department where young friends under the age of eleven cannot yet be vaccinated. The rest of the board agreed. Christina Cooper motioned to accept the Director's Report. Christina Cooper seconded, and the motion passed unanimously.

V. COMMITTEE REPORTS

None

VI. OLD BUSINESS

None

VII. NEW BUSINESS

We welcomed new trustees Amy Johnson and Amy Pawle to the board, and they told us about their backgrounds and what inspired them to join East Longmeadow's Board of Library Trustees. We now have an updated Trustee roster with the names and contact information of all six current trustees and their terms. Cynthia McNaught is serving from 2019-2022, David Boucher and Christina Cooper are serving 2020-2023, and Nancy O'Connor, Amy Johnson, and Amy Pawle are serving 2021-2024.

VIII. FRIENDS OF THE LIBRARY REPORT

None as the Friends do not meet in the summer. The next Friends monthly meeting is on Monday, September 13th.

IX. OTHER BUSINESS

None

X. NEXT MEETING

The next meeting of the Board of Library Trustees will be held on Wednesday, September 15 at 6 pm at the library.

XI. ADJOURN

Cynthia MacNaught made a motion to adjourn. Christina Cooper seconded, and it passed unanimously.

The meeting adjourned at 6:16 pm.

Respectfully submitted,

Christina Cooper,

Secretary

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