

APPROVED

February 26, 2024
East Kingston Public Library
Meeting of the Board of Trustees

Attendance: Robert Minicucci, Sandra Courchesne, Louise Barsalou, Debbie O'Neill. Zoe Sucu, Director; Sherry Castle, Assistant Director.

Absent: Sarah Courchesne

Robert called the meeting to order at 5:02 p.m.

Review of January 22, 2024 Minutes: A motion was made to approve the minutes of the meeting on January 22, 2024 (Robert/ Lou-2nd). All approved.

Treasurer's Report: Treasurer's report not available.

Director's Report: Zoe reported the circulation figures for January.

- Circulation was 2,214;
- Foot traffic was 703;
- 8 new patrons received library cards;
- 32 programs were attended by 212 people.

The circulation figures consist of regular media, digital usage and interlibrary loans.

Sherry reported the percentage differences between usage in 2022 and 2023 of the various media. The results for circulation—

Print -4%
E-book downloads +55%
Audio downloads +11%
Periodical downloads +29%
Movie streaming +206%
Interlibrary loans-in +65%
Interlibrary-out +6%
Total- +7%

The results for library usage—

New patrons +55%
Programs-total +89%
Programs-attendance +43%
Average #attended/program -25%

The foot traffic could not be compared as it was measured differently in early 2022.

The question was raised as to whether we should publish the usage of digital platforms each month along with the current data. Zoe and Sherry noted that we are hopeful that we will be able to offer Hoopla. Hoopla offers older items and has no wait time for items. They noted that we need to be wary of comparing our data with state or national metrics. They will continue to analyze the data and advise the Board of appropriate data to be reported.

The deliberative session was held on February 3rd. There were no changes to the library budget or warrant. Candidates' night for the contested selectmen's race will be held at the library on March 7th at 7:00 p.m.

The old fireplace has been removed and the new one has been installed. The fireplace is now insulated and all gas lines have been capped. The installer noted that the propane hot water heater is actually electric.

Robert and Joe Cacciatore and his nephew have repaired the snowblower, and it is now ready to be used.

Zoe has spoken with the new police chief regarding the parking for the summer market. There will no longer be a fee for a police detail; the police will drive by to be certain there are no problems. Zoe noted that there had been a patron who had offered to cover that fee if necessary. Zoe is working with the Joneses regarding dates for the 2024 summer markets. The decision has not been made as to whether there will be one or two markets next summer.

Zoe reported that she is currently talking to a person who is willing to provide yoga at the library. She has just been certified. Since she is not versed in chair yoga, the classes will be regular yoga to start. The starting date will be in late March or early April.

Zoe reported that a patron had been leaving petitions for the impeachment of Joe Biden in various places in the library. Although no one saw this person actually leave the petitions, this person was the only person in the library at that time. Nothing can be done at this time, since no one can verify that it was this person. Zoe recommended that we develop a Community Board Policy to address this type of incident.

Zoe noted that we also could use a Library of Things policy as we are continuing to build our collection of "things" for patrons to borrow. We currently have a sewing machine, a telescope, a mini microscope and a universal outlet plug and a few other items.

Likewise, an interlibrary loan policy is needed. A former patron wanted to borrow books and was told NO. She could borrow books through her current library or request books through interlibrary loan if that library did not have the books she desired. We need to consider the fee we had mentioned for nonresident use of the library.

Zoe did interview a candidate for the page position, but she was not a good fit. She will wait to fill that position until the end of the summer.

Programs: March 7—Candidates' Night at 7:00 p.m.
March 12—Town Election
March 13—Hello Girls—the granddaughter of a telephone operator in World War I will present a documentary followed by a program about these women. She is working for more recognition for these women.

Town Update: Pickleball: One hundred names were collected at the polls during previous election days of those interested in playing pickleball in town. The Pickleball Committee is planning for four courts in town, 2 at the library and 2 at the elementary school. The lines at the library will be done after the library lot is seal coated, which will be done in the near future. The last sealcoating was done in August of 2019. There are bathroom facilities at the elementary school, and porta potties are being considered for the library as there will be no access to the building during playing hours. Zoe and Sherry expressed interest in attending the next Pickleball Committee meeting.

Old Business: A motion was made to approve the form entitled Request for Reconsideration of a Library Resource with edits, which will accompany the Collection Development Policy, which was approved at the January 22, 2024 meeting. (Robert/Lou-2nd). All approved.

The Public Use Policy and the Policy for Library Volunteers will be considered at the next meeting after everyone has had the opportunity to consider the edits.

New Business: The following policies will be developed and discussed at the March meeting: Library of Things, Community Bulletin Board, and Digital Information Security.

Robert adjourned the meeting at 6:20 p.m.

The next meeting will be held on March 25, 2024 at 5:00 p.m.

Respectfully submitted,
Sandra G. Courchesne, Secretary