

**Minutes**  
**Trustees of the M.N. Spear Memorial Library**  
**August 17, 2020**

Attending: Director: Mary Anne Antonellis. Co-Chairs: Michele Regan-Ladd & Kate Cell, Brad Foster, Michele Cunningham, Melanie DeSilva

Absent: Savanna Ouellette

Because of COVID-19 director and Trustees participated remotely. Meeting conducted virtually via Zoom.

Meeting commenced at 7:40.

Michele Cunningham read the disclaimer at the beginning of the meeting regarding meetings being recorded on Zoom. Anyone can contact the Assistant Town Clerk, Susie Mosher for the recording.

Minutes and Director Report from July approved unanimously as amended.

Brief discussion of August Director Report.

Re-opening Discussed.

Mary Anne is meeting once a week with Directors from other Franklin County libraries and has taken a leadership role in that group with regard to operations during COVID19. We discussed the plan and trustees expressed gratitude to Mary Anne for her thoughtful planning and attention to detail, as well as her willingness to be flexible with the plan since the way has not yet been paved and we do not know how patrons will respond and what might work best. Mary Anne is still working out the issue of ventilation with the electrician who gave her a \$6,000 estimate which was considerably higher than expected. Library Re-opening Plan is contingent on solving the issue of ventilation. Kate suggested that Mary Anne ask how long it will take to exchange all the air in the library. Michele Regan -Ladd will speak to her husband regarding suggestions for electricians who may have another perspective on solving the problem. Mary Anne will contact Becky Torres regarding how much the town may be willing to contribute, where to get another

quote and the approval process by the Finance Committee. The electrician will send the completed estimate to Mary Anne tomorrow.

Motion to approve the re-opening plan made, seconded, and approved unanimously.

Next Meeting: Monday, 9/14/20 on Zoom. Mary Anne will send link.

Agenda:

- Approvals
- Re-opening plan updates
- Director Salary

Minutes respectfully submitted by Michele Cunningham, Secretary

### **August 2020 Director Report**

M.N. Spear Memorial Library  
10 Cooleyville Road  
Shutesbury, MA 01072  
Mary Anne Antonellis, Director  
Director Report

August 17, 2020

#### **Summer Reading**

This summer, with support from the Friends of the Library and help from volunteers, the Library has distributed the following Take-Home Kits.

- Journaling (40 kits)
- US Geography and postcard writing (20 kits)
- Farm animal craft (9 kits)
- Sink or Float (8 kits)
- Treasure Boxes (16 kits)
- Water color posters (9 kits)
- Mason Jar Science (12 kits)
- Paper chain kit (12 kits)
- Duct tape kit (12 kits)
- Tower challenge kit (12 kits)
- Puzzle books (20 kits)

We will continue to distribute kits weekly until the official start of school in mid-September then we will switch to monthly kits. Upcoming kits include origami, shark activities, puzzles and games.

### **Drive-In movies**

The Library has provided free drive-in movie tickets for 28 families to see seven weekly drive-in movies at the Northfield Drive-in. The last movie is Wednesday, August 26<sup>th</sup>.

### **Massachusetts Library System Strategic Planning**

The MLS is working on a new strategic plan. They asked me to participate on a Strategic Planning Committee by participating in two Zoom meetings and helping to prioritize goals and actions for the next draft of the plan.

The MLS is a statewide agency that was formed 11 years ago when drastic budget cuts forced six regional library systems merge into one agency. MLS provides the inter-library delivery, advisory and continuing education services. The delivery is the most important service to this library.

### **CW MARS Statement Against Racism**

The CW MARS executive committee developed the following statement against racism.

CW MARS stands in support of racial justice and racial equity. We believe that Black Lives Matter and we condemn all forms of systemic racism and discrimination.

We join the Black Caucus of the American Library Association (BCALA) in [condemning violence and racism towards Black Americans, Indigenous people and people of color](#) (BIPOC).

As an organization, we embrace the core values of equity, diversity and access and we pledge to take the following actions:

- Encourage all of our libraries to eliminate overdue fines which present an economic barrier to the access of library materials and services.
- Host monthly conversations around race and racial justice.
- Educate and train our staff on equity, diversity and inclusion.
- Understand and examine implicit and racial bias.
- Review existing network policies for any bias and encourage member libraries to do the same.

- Review our hiring and recruiting practices to attract a more diverse workforce.
- Update policies to encourage BIPOC representation on committees.
- Highlight materials in our collections to promote Black authors and antiracism.
- Work with state, federal and local agencies and vendors to improve library broadband speeds across the consortium and keep costs affordable for member libraries to best support their communities.

We commit to work together to eliminate racism and build stronger, safer and more connected communities.

Last week, I joined a Zoom meeting of CW MARS directors who discussed this statement. We have agreed to monthly conversations among interested directors so this important topic continues to get the attention it deserves.

### **A Shed**

Last spring the Recycling Committee ordered a shed to be used for trash bag storage and distribution. The shed that was delivered didn't meet their needs and a new shed has been ordered.

The first shed will be placed behind the Library and will be shared by the Library and the Board of Health. The Recycling Committee will work with the Highway department to ready the area where the shed will be placed and have it moved. The Library will work with volunteers to make sure the shed is weather proof. The Selectboard has volunteered to stain the shed.