

Minutes
Trustees of the M.N. Spear Memorial Library
March 15, 2021

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

Meeting convened at 7:33. Mary Anne shared the Covid 19 disclaimer.

January Minutes and Director Report approved unanimously.

Library Director Report - Mary Anne clarified that with the present license, WIFI access to Ancestry is available remotely to anyone from Shutesbury with a library card until the end of June.

Book Talk presentation - Melanie's brother, Jerry DeSilva, has volunteered to present a talk on his new books. Mary Anne will arrange those presentations to be delivered on Zoom.

Covid Update - Mary Anne is watching the Covid data and statewide expectations, and will likely open for a couple of days each week in early April.

Trustee Opening – Kate Cell will re-run for the Trustee position and has received all the signatures necessary for her nomination papers. Michele C. will be stepping down opening an opportunity for another community member to run for the position.

Library Director Job description - discussed draft document crafted by Melanie, Michele R-L, and Mary Anne. After reviewing other library job descriptions and taking stock of the work taking place now at the library by the present Library Director, the group presented a draft document for review. The attending trustees extended their appreciation for the thoughtful, clear, and thorough document that resulted from their work. The document captured all of the many tasks, knowledge, skills, roles and responsibilities required to successfully fulfill the Director position. Edits were suggested and Mary Anne will complete the final document and bring it to Trustees for final approval at the next Trustee meeting in April.

Suggestion made that we review the policy and expectation for snow removal and other expectations unrelated to professional responsibilities of Library Director at a future meeting.

Meeting adjourned 8:45.

Next Meeting Monday, April 12, 2021 at 7:30 on Zoom

Agenda:

Approvals - Minutes, Director Report
Discuss and approve final Job Description and next steps
Covid19 Updates
Begin Preparation for Town Meeting (Sat. June 12, 2021)

**March Director Report
Mar 13, 2021**

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

Fitness Programs

In FY 21, as of the end of February, the Library has offered 122 fitness classes with 2,537 participants.

There are two ongoing strength training classes, a new introduction to strength training class, two weekly yoga classes and a limited series of Qigong classes.

In March, a second Qigong series began, and a limited series of Zumba Gold classes will begin Tuesday, March 16th.

These programs are funded by a variety of sources. Some are provided with federal funds provided by the Institute of Museum and Library Services and administered by the Massachusetts Board of Library Commissioners. Others are funded in part by a grant from the Shutesbury Cultural Council, a local agency which is supported by the Massachusetts Cultural Council, a state agency. Some are funded through a community partnership with the Shutesbury Council on Aging. Additional funding is provided by a grant from the New Salem Academy. Finally, fitness programs are supported by the Friends of the M.N. Spear Memorial Library.

At their meeting on March 10th, the COA approved my funding request for a total of \$1,360: \$640 for Wednesday yoga through 6.30.21 and \$720 for 12 Saturday strength foundations classes.

Libraries Awarded Grants for Remote and Virtual Programming

In mid-February, the Massachusetts Board of Library Commissioners (MBLC) awarded \$54,900 in 20 grants to libraries across the Commonwealth through the Coronavirus Aid, Relief, and Economic Security (CARES) Act funding that was distributed by the [Institute of Museum and Library Services \(IMLS\)](#). These grants are designed to help the recipients with remote and virtual programming during the Coronavirus Pandemic.

We were awarded \$2,340 which will be used to provide Genealogy resources. I've added a one-year subscription to Ancestry for Libraries. I'm planning a series of online genealogy presentations and I will order some genealogy books for our collection.

Ancestry for Libraries usually limits access to on site usage. During the pandemic they have been allowing remote access. Remote access is available to Shutesbury patrons with a library card and currently is available through June 30th. On site usage can be accessed via Wi-Fi at the library when the building is opened and in the library parking lot.

The NEA Big Read

In the fall of 2019, the Franklin County Libraries who I frequently collaborate with, agreed to participate in a National Endowment for the Humanities Big Read, in collaboration with the Pocumtuck Valley Memorial Association. The book, Station Eleven by Emily St. John Mandell, is dark novel about art, fame, and ambition set in the eerie days of civilization's collapse, following a deadly pandemic flu. The group of Librarians spent many months discussing other titles and ultimately decided that while some people might find the book to be disturbing or triggering, others might appreciate the novel's themes about survival and community and art.

At my suggestion, the Libraries agreed to pool our resources and invite the author for a Zoom event. This will take place on April 27th and be hosted by New England Public Media.

Our Science Fiction Book Club will read the book and discuss it at their May meeting. Readers from Leverett and Pelham will join us.

Friends of the Library News

The Friends are planning to participate in Library Giving Day on April 7th. A generous donor has offered a \$3,000 matching gift. If the Friends receive \$3,000 in donations, online or postmarked by April 7th, the donor will contribute \$3,000. The Friends have Library Giving Day lawn signs. They are looking for LGD sign hosts and volunteers to make decorations for the signs.

The Friends are also planning to do Spring Spruce Ups this spring.

Mindful of the weariness of the ongoing pandemic, and also of the need and support for the new Shutesbury Library, the Friends are bringing both of these fundraisers back after a hiatus last spring, but with more modest goals.

Most recent thinking about in person library visits during COVID19

- Cases and the positivity rate have dropped from the holiday surge of early winter.
- Vaccine distribution is still in very early stages.
- Our Library is very small and has a very small staff.
- It was challenging to maintain a level of sanitation that felt like it satisfied state requirements with our small staff while we offered in-person visits.
- There was demand for curbside pickup while in-person visits were happening. Sometimes that felt manageable and sometimes it didn't.
- More vaccines and warmer weather are coming!
- I'll continue to monitor case counts and positivity rates and vaccine distribution.
- I hope to be able to offer limited in-person visits before the next Trustee meeting.