

Long Beach Public Library Board of Trustees Meeting Minutes April 13, 2021

Type of Meeting: FY 2021 2nd Quarter Open Meeting

Call to Order: 3:09 p.m. by Denise Saucier, Library Director

Others In Attendance: Board Members Betsy Hertz, Brian Lamar, and Mary Westmoreland. (Excused due to illness were Diane Johnson and President Christine McCummins.)

Approval of Minutes from Previous Meeting: Minutes of the February 9, 2021, meeting had no corrections or additions and were approved as read.

Old Business

New Members: Denise introduced new Board member, Brian Lamar. Among many other things, Brian is a contributing columnist to the Gazebo Gazette and he informed us that Editor Hunter Dawkins has offered space in the paper for any Long Beach Library/Board activities.

HVAC: We still do not have any timeline on this project. There was an issue on 4/5/21 and new wiring will be needed in the unit in the office. Then the system will be changed out and they are unsure as to whether or not the library will close while this is being done.

Roof Repair: Bob Paul with the Activity Center got quotes and the city is going through the process for acquiring funds due to Hurricane Zeta damage.

New Business

Return to Normal Hours and Activities: Currently the library is open from 10:00-4:00 Monday-Friday. The library is proposing to extend hours from 10:00-5:00 Monday-Friday and add Saturdays from 9:00-1:00. The computers will shut down at 4:30 Monday-Friday and at 12:30 on Saturdays. These changes will begin in June.

Circulation Modifications: To make the process consistent, all items are now checked in, bagged, and then quarantined for 7 days.

Resignation: It was reported that one part-time employee is leaving and another former employee is possibly returning.

Axis360: This is a new Ebook program that currently has Highlights for Children and is accessible through a link on the website. Books for adults will be in the next order.

Budget: Denise advised that we may need an additional Board meeting to discuss the budget for FY 2021-2022 which will be due at the end of June. She will let us know if and when we need to meet.

Summer Reading: Preschool Storytime will take place on Tuesdays at 10:30 at the Town Green Pavilion and the K-5/Teens will be on Wednesdays, time pending. A motion was

made by Brian and seconded by Betsy to allow in-person presentations and the utilization of the children's section of the library as needed. Some of the summer reading program details are as follows:

--Theme: Tails and Tales

--All participants must register in person. (Online registration last year was not successful.)

--Denise discussed possible Family/Adult Programs on Thursday or Friday mornings to coincide with the various weekly themes. Examples: A talk on the Quarles House with Farm Tales, Jeopardy-type games with Pet Tales, Swamp Tales, etc. and a genealogy activity with Dinosaur Tales.

--Brian suggested doing a Facebook Live event during the library sleepover activity.

E-Rate: (80% refund on anything the Library pays for cable.) The new contract has been approved and will run from July 1, 2021, through June 30, 2022.

BCBS: Denise advised that the city will now be paying this automatically online on the 3rd of each month.

Director's Report

2nd Quarter Budget Report: The library stayed within the limitations of the budget allotted for FY2020. The overall YTD goal = 50% and actual amount used = 47.9%. (See attached report for detailed breakdown on individual items.)

Department Reports:

Circulation Statistics: As previously reported, circulation has been down compared to the same time last year due to COVID-19 closures and mandates, but an increase was noted from 1st quarter to 2nd quarter.

Children's Statistics-- The same issues with COVID and quarantine explain why the number of programs for children and attendance decreased compared to the 2nd Quarter for last year. However, the number of programs and attendance increased from 1st Quarter to 2nd Quarter.

Technology Statistics--The 2nd Quarter FY 2020-2021 computer users increased to 1,704 versus 1,243 in the 2nd Quarter FY 2019-2020.

Issues or Concerns

Friends of the Library: Will resume meeting in September 2021.

Next Meeting: The next scheduled Board meeting will take place at 3:00 on Tuesday, July 13, 2021.

Adjournment

Having no further business to discuss, the meeting was adjourned at 3:58 p.m.

Respectfully Submitted,

Mary L. Westmoreland, Secretary