



OBSERVER REPORT

ABBOT PUBLIC LIBRARY BOARD OF TRUSTEES, Monday October 4, 2021

LWVM Observer: Brigitte Lagoutte

Members in attendance: Nancy Arata, Gary Amberik, David Ross, EuRim Chun, John Williams, Ann McGreevy, Kimberly Grad

The meeting took place in person at the Abbot Public Library

1. The Minutes of the September 13, 2021 meeting were approved

2. Abbot Public Library Foundation -APLF

The Foundation had their first meeting: need to review the by-laws at the next meeting and to continue to recruit 5 more positions for the Board.

3. Director's report

- The 2nd Century Fund has approved a proposal from the Director to start a Library of Things...beginning with the purchase of technology equipment: 11 mobile hotspots have been ordered along with Chrome Book for "check out" by individual patrons. Also, part of this plan is to add instruction for folks with this equipment. The program will be announced later in the Reporter and social media and on the Library's website.

- The Director would like to give the library a new look by rebranding it in the public's mind -new logo, creation of a newsletter template, new library cards, redesign the website etc. She will be approaching a local foundation for support of this initiative and is doing research now on best practices from other local libraries.

- The Director wants to do a limited public survey via the internet to help establish community goals for a strategic plan that would span 2022-2027. The survey should involve the schools through the PTO (Parents Teachers Organization) and the school librarians. The strategic plan should be done by January 2022, with drafts ready in early December.

- Search for an interim space continues for the transitional library which will be needed for at least 16 months while the current facility is being renovated. Space will be needed by summer of 2022.

- Recent problems with plumbing that affected the library ceiling have been temporarily resolved.

- Programming: story time for children should involve engagement from high school students who want to complete the necessary hours of community service for honors programs; the poetry sessions with Claire Keyes are going to resume on October 16th, museum passes program will start in mid-October, supported by funds from the Friends of the Library.

- Starting on November 1st, the following new library schedule was approved by the Trustees:

M and W: 9:30-8pm
Th: noon-6:00pm (Starting on October 21)
T and F: 9:30-6:00pm
Sat: 9:30-5:00pm

-The library mandatory mask policy will continue to follow the school guidelines until those are reconsidered. If the schools change their policy, so will the Library.

4. Chairman report

Instead of having one big donor event in November, one or two smaller events at private homes will be organized in the coming months for specific donors

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A letter from the new Director to all 400 donors, describing library updates and new services, will be sent in October.

Sue Ball, President of Friends of Abbot Public Library, is leaving her position. The Trustees voted to send a letter of recognition and thanks to her for her extraordinary service over the last 3 years.

There will be a Zoom Boot Camp organized by the Town Manager, on the workings of the public library on October 14, 6-8pm. All Trustees of the Library and Directors of the Foundation will be asked to participate. Kim Grad, the Director, will present for the Library.

5. Building Renovation Committee (BRC)

The interviews of the 4 OPM candidates (Owner's Project Manager) for the Library renovation were completed with 3 of the 4 finalists interviewed.

The firm CHA was recommended by a vote of the Trustees for Town consideration. The Town of Marblehead makes the final decision on OPM, and Construction Company.

However, the Town will be expecting strong recommendations to come from the BRC of the Library in making those decisions.

6. Friends update

-There will an event for Sue Ball, President of the Friends of Abbot Public Library on October 6 at 4:30 at the library. The new President of the Friends is Kathleen Waslov.

-There will be a book sale at the library on October 22 and 23, 10am-4PM.

The meeting was adjourned at 7:55pm. Next meeting will be held on November 1st, 2021.