

**Southwick Public Library Board of Trustees Meeting Minutes**  
**September 14, 2021 7:00pm**

Present: Michael McMahon (Chair), Tracy Meczywor, Cynthia Warner, Jennifer Belden, and Lynn Blair (Library Director)

The regular meeting of the Southwick Public Library Board of Trustees was called to order at 7:00pm.

**Public Comments:** No public comments.

**Communications:**

- Lynn reports in person and virtual events continue. Virtual events in October will be held, Lynn states some programs work better virtually.
- The Children's Room is now fully staffed with Molly Encarnacion and Rylee Seaver. The Children's Room has an increasing number of events. They have rearranged the room to make it more user friendly. Lots of events are planned for September and October.
- Paul McKenna has begun creating a relationship with the Southwick Historical Society. He attended their last meeting. The library would like to create a better relationship between the two organizations.
- Summer reading numbers are better than 2020, but not as great as a non-COVID year. 53 kids, 36 adults, and 11 teens participated. The program was fully online this year. Library staff were very flexible and creative.

**Meeting Minutes:**

- Lynn presented the July 2021 minutes. Tracy makes a motion to approve the minutes, Jenn seconds, unanimously approved.

**Director's Report:**

- Lynn presented the July and August statistics. Lynn reports statistics are good. More patrons are coming in. July had 25 new cards, 20 new cards in August.
- Jenn asks what "comp" is- Lynn clarifies that it is the computer usage statistics. The numbers are going back up post-pandemic.
- Jenn comments that the statistics show numbers went up last year when the kids came back to school and asks if the library has seen that this year. Lynn reports since school has started, there has been an increase in the number of kids using the library after school. Heather (Paparella) ran a teen program called Metal Etching last week that was fully attended.

**Old Business:**

- No Old Business

**New Business:**

- Cynthia Warner- new trustee board member.

- LSTA grant update: Lynn sent out a survey to all local Southwick businesses to get an idea of who might be interested in collaborating on events and also what the library can do to assist local businesses. Lynn also put it on the Facebook page and website. Lynn and Heather (Paparella) are hoping to do 2-3 events for teens as well, especially on the topic of mentorship. Mike recommends stopping by the Economic Development Commission's job fair. Lynn estimates almost 200 letters have been mailed to local businesses.
- Molly (Encarnacion) is the Coordinator of Children's Services and Rylee (Seaver) is the new Children's Librarian. They have been working hard in the children's room. Patrons have been coming in to hang out as opposed to coming in to take items and leave. Mike states that the children's room now has more coverage.
- The Circulation Librarian position is open. Lynn has completed interviews and has presented a name to the Selectboard for approval.
- The Kiwanis Club donated \$1,000 in honor of Suzanne Davis for children's programming. Molly and Rylee will plan something to do with the funds.
- Lynn reports we received the Shurtleff Children's Services, Inc. Grant to provide Mango Languages. Mango Languages offers many language learning programs. It can be done on a computer or through an app. Mango offers sub categories such as specific language learning for business or technology. The kick-off date will be Monday for Talk Like a Pirate Day because Mango offers Pirate as a language option. The library hasn't offered such a program, so Lynn is interested to see how it will be received. Mango is much more portable than the CD sets the library offers.
- Lynn signed up the library to participate in the Southwick 250th parade. Lynn asks if anyone wants to volunteer to walk with the library. The parade will be held October 16. Library staff decided to dress up as book characters. Lynn is getting a banner made from Southwoods. Library staff are also thinking of doing giveaway bags for kids. Four staff are participating. Tracy says she will join. Jenn says one of her children may be interested in joining. Cynthia says her daughter may be interested in participating. Tracy volunteers candy. Tracy also suggests pencils and fidget spinners, too.
- At the previous meeting, the trustees designated funds for staff appreciation. Lynn states we postponed our staff development day after a retirement and new incoming staff. Lynn says the funds from the trustees for staff appreciation was spent on a new microwave for the staff room, a new hot water kettle, and a snack box.
- Lynn reports the library is now a Level 1 Climate Resilience Hub. Climate Preparedness Week begins on the 24th. There is a lineup of events planned with the partnering libraries in MA and CT. As a Level 1 hub, the library is required to have one event per year, put out pamphlets for patrons, and display a decal. Mike asks if the Agricultural Commission had been in contact about doing anything with the library. Lynn has not heard from them, but will ask Tammy Ciak-Bissaillon.

**Adjournment:** Tracy makes a motion to adjourn. Unanimously approved. The next meeting will be held October 12, 2021 at 7:00pm.