

Minutes of the Library Trustees Meeting
Bushnell-Sage Library
Jan. 12, 2022
via Zoom

Present: Pat Levine, Martin Mitsoff, Joan Powers, Deena Caswell, and Sig Spiegel

The meeting was called to order at 8:38 by Pat. Last month's minutes were approved as written on a motion by Martin, seconded by Pat, with all in favor.

Deena presented her, as always, very detailed and thorough Director's Report (attached). There was discussion of all items, with particular attention to maintenance problems. Martin will look into the town's current and future plans to alleviate the situation.

The Library's procedures for emergencies were discussed. Basically they follow the Mass. Board of Library Commissioners (MBLC) guidelines. Deena will update them as necessary.

The upcoming budget season was discussed. Deena met with Rhonda who suggested she submit her budget as written for the upcoming year.

Pat reminded us that Deena is due for an evaluation by the Board. She'll sit down with Deena to put together an evaluation tool.

The next meeting was set for February 9th at 8:30 probably via Zoom.

The meeting adjourned at 9:36 on a motion by Joan, seconded by Martin.

Respectfully submitted,

Joan Powers

Bushnell-Sage Library
Director's Report for January 12, 2022

Heading into 2022, we are prepared to manage the challenges brought by the new COVID variant. All patrons are asked to wear a mask while in the building. We do not anticipate any need to adjust our open hours or close the building. Curbside pickup remains available.

In-person programming is paused. Small groups are still permitted to meet, but we have found most pausing for the winter or switching to virtual meetings.

There are some exceptions. South Berkshire Kids will host their Ages & Stages screenings in the program room on Friday January 14 and 21 from 10 a.m. - noon. This is a registration only event that will have one family meeting at a time.

We are also partnering with Sheffield Historical Society for their "Make a Victorian Valentine" program on Saturday, February 4 from 2 – 3 p.m. This will be another event with limited registration and will be canceled or rescheduled if cases are still high in the area.

In addition to their ages & stages screenings, South Berkshire Kids is also recording one of their virtual storytimes once a week at the library, joining their rotation of other area libraries. We are also hosting their "feelings scavenger hunt" throughout the building. Children can complete an activity sheet and receive a prize.

The December kids art wall was a success, bringing in \$130 from art sales. We are preparing to launch the youth art wall. In-house advertising, social media promotion, and an email blast will go out soon. It was also noted in the Jan/Feb issue of the Sheffield Times. We're excited to see what art is submitted.

Our December take-and-make craft showed kids how to make watercolor cards – perfect for holiday thank yous! In January, we have instructions for "stained glass" lightcatchers. We took down our December StoryWalk and will wait for improved weather before installing the next.

On Thursday December 23 and 30, we partnered with Southern Berkshire Public Health Collaborative to offer free drive-through rapid COVID testing in the library parking lot for the holidays. We saw such demand that we plan to host these Thursday morning drive-through testing sites through the rest of January.

The Library will be taking part in the Massachusetts Board of Library Commissioners (MBLC)'s new program to support environmental monitoring for special collections, with the preservation of the General Barnard uniform as our main goal. We will be one of a limited number of libraries receiving sensors from Conserv that will provide real-time readings of temperature, humidity, and UV light, accessible off-site and via computer or phone. They will fund these sensors through September 2024, and libraries can decide if they would like to proceed. I participated in a training webinar recently and sensors should be received by the end of the month. We may also be able to receive a sensor for the books in the local history room, but I am waiting for confirmation.

The Smithsonian/Museum on Main Street/Mass Humanities news is finally out! We can now let people officially know that Sheffield and Bushnell-Sage Library are excited to host the traveling exhibition "Crossroads: Change in Rural America" in Spring 2023. Another planning/brainstorming meeting will take place in late January. Virtual training workshops for site hosts will take place the first week of February.

Respectfully submitted,
Deena Caswell