

Minutes of the Library Trustees Meeting  
Bushnell-Sage Library  
October 5, 2023

Present: Pat Levine, Anne Beattie, Trustees: Deena Caswell, Library Director, Stefanie D'Angelo, Children's Program Coordinator: Sig Spiegel, President of Friends of the Library; Barbara Reeves, member of the public.

The meeting was called to order at 8:32 a.m. A motion was made and seconded to accept the Minutes of the September 12, 2023 meeting. Motion accepted.

**DIRECTOR'S REPORT HIGHLIGHTS:**

Deena Caswell spoke about Stefanie D'Angelo and her own presence at the Sheffield Fair in Sept.

The most recent book club was lightly attended.

She said that Mark Scarbrough, who is currently presenting an on-going seminar about Arthurian Legends, will also be a part of Crossroads Year 2. He will present about Eudora Welty. The bulk of the Crossroads Year 2 grant will go to him, Dewey Hall, Sheffield Land Trust, Sheffield Historical Society, and Housatonic Heritage. She is awaiting grant approval.

The library staff is about half way through weeding out the nonfiction collection.

The staff continues to take part in professional development.

**BUILDING AND GROUNDS:**

Tree-trimming has been completed. The boiler inspection is upcoming. A new printer and a new people-counter are on order. The Emergency button on the elevator needs repair. Pokeweed, an invasive species, was reported on the grounds.

**BUTLER SCULPTURES:**

November 5, 2023 was set as a tentative date for the sculpture dedication, pending Susan Butler's approval. The Friends have made a press release. Stakes have been set for the signs.

**PROGRAM UPDATES:**

Stefanie spoke about the "1000 Books before Kindergarten" program, the Early Enrichment program, Toddler Art, and the importance of offering opportunities to children and their parents.

October 12-19, 2023 there will be an information table about the school-district merger.

October 14, 2023 there will be visiting authors, H. Macadam and S. Worrell, authors of *Star Crossed*.

October 21, 2023 Tom Ragusa will present concerning The Knox Trail.

The Library will participate in Trunk or Treat.

A new book club begins Oct. 24.

The October Storywalk, Lego Construction Zone, and Ageless Yoga all continue.

#### TRUSTEE ITEMS:

Pat moved to confirm the intention that was stated at the Sept.12, 2023 Trustees meeting that Barbara Reeves was the trustees' selection to fill the trustee vacancy. To do that, Pat formally moved that Barbara Reeves fill the vacancy. Anne seconded the motion. So approved.

The trustees discussed the urgent need for window cleaning at the library.

There was a discussion about the need to expand the library mailing list.

#### FRIENDS of the LIBRARY Items:

Sig mentioned The Friends offering a questionnaire at the Sheffield Fair.

The Friends are currently putting a new budget together. They are discussing a possible change in meeting date and time.

The Friends are sponsoring 1000 Books before Kindergarten, having received a donation that targets early literacy education.

Pat expressed our thanks for all The Friends do to support the library programs.

#### NEXT MEETING:

The next meeting was set for Thursday, Nov.2, 2023 at 4:00 p.m.

The meeting was adjourned at 9:55 a.m.

Respectfully submitted,

Anne Beattie

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**Bushnell-Sage Library**  
Director's Report for October 5, 2023

September marked the American Library Association's Library Card Sign-up Month. Thank you to Bakin Bakery who generously donated a free cookie coupon to anyone signing up for a new card or renewing an expired card. We signed up 15 new cardholders in September.

On Saturday, September 9, Stefanie D'Angelo and I staffed the Sheffield Fair for a second year, making use of the wonderful carnival games crafted by previous director Karen Lindquist. The Fair is a great opportunity for us to interact with young families in the community. In addition to free games and prizes, we also bring information on Libby, Hoopla, Creativebug, museum passes, and other library offerings.

Four attendees met as the BSL Book Club discussed *Beaverland: How One Weird Rodent Made America* by Leila Philip on Tuesday, September 26. One attendee knew the author and her family, which made for a fun addition to our conversation. We enjoyed comparing *Beaverland* to another recent book club pick, *Fox & I*.

On Wednesday, September 27, Mark Scarbrough began his fall literary seminar series at the library, Square Pegs, Round Tables: Four Early Arthurian Romances. Registration is on the low side for this series, likely a combination of the books being less widely available, and some of Mark's audience preferring a virtual format. The course material is engaging and Mark's scholarship is of its usual high quality. We're in early discussions about bringing him into Crossroads Year 2 for fall 2024.

I've met with our community partners from Sheffield Land Trust, Dewey Hall, Housatonic Heritage, and other members of our Crossroads planning group as I finish the grant application for Year 2. Events, initiatives, and the budget are drafted and moving forward. We'll continue our community conversations, support a new storytelling program (both run at Dewey Hall), invite local historians to speak, discuss rural literature with Mark Scarbrough, and invite a local author to discuss his fictional work on the impact of climate change in the Berkshires. We'll also support Sheffield Land Trust in updating and digitizing the Voices from the Field exhibit, as well as arrange local farm tours in fall 2024.

Circulation is about halfway through their latest weed of our adult fiction collection. After a major weed of nonfiction, circulation staff have shifted books in nonfiction for easier browsing and shelving. Stef and Jes will be taking a look at the collection on the second floor and evaluate the best strategy for shelf markers and other design needs.

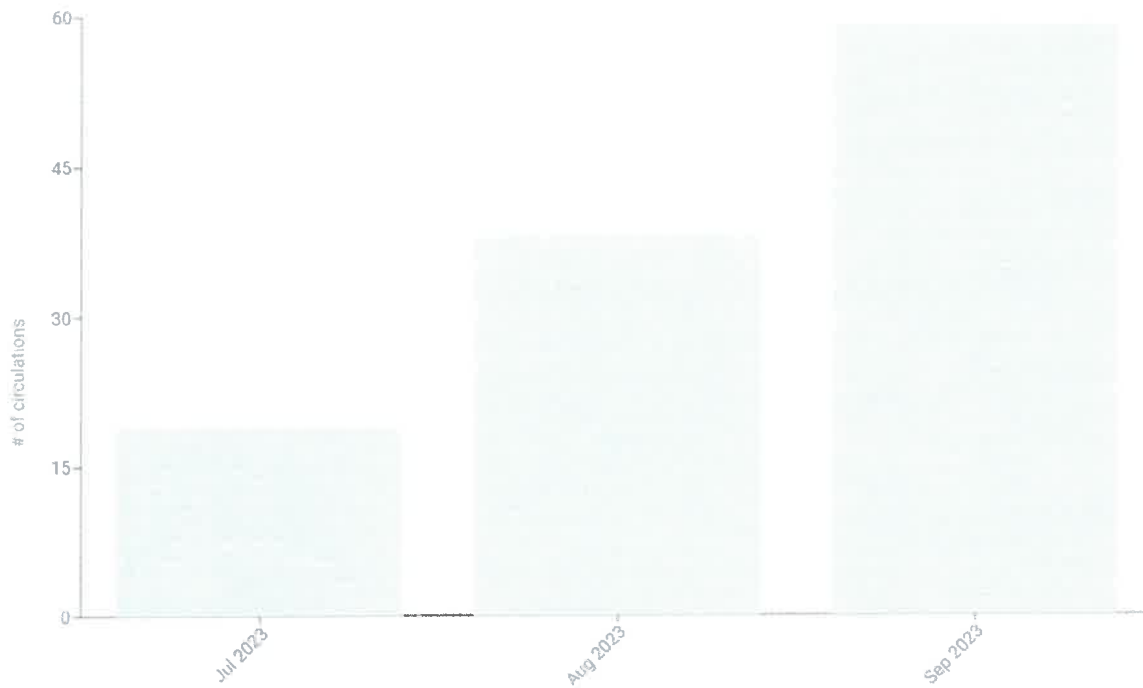
In professional development, I attended the following webinars: community advocacy with EveryLibrary, Fostering Community Engagement with Niche Academy, Intro to E-Rate by CW MARS, Climate Action Planning (Pt 2). I also attended a virtual meeting of Western Massachusetts Library Advocates (WMLA) where I was elected as a board member. Stefanie attended the following webinars and virtual courses: Developmentally-Appropriate Media for Storytimes (Library Juice Academy Course), The Power of Play: Fostering Creativity and Innovation in Libraries webinar, starting American Sign Language for Library Staff (ALA eCourse). Melissa participated in a CW MARS cataloging webinar.

Respectfully submitted,  
Deena Caswell

### September digital circulation:

Format	Checkouts
OverDrive Listen	276
OverDrive Magazine	131
OverDrive Read	104
Kindle Book	101
Pending (Audiobook)	5
Adobe EPUB eBook	1
Pending (eBook)	1
Total	619 (up from 474 in August)

### Hoopla checkouts



## September circulation statistics:

ARIS	2023-08	2023-09
<b>Adult Audio (Compact discs (not CD-ROMs), cassettes)</b>	36	32
<b>Adult Books</b>	<b>1.251</b>	<b>1.161</b>
Adult Miscellaneous (e.g. ebook readers, kits, framed art prints, puppets, slide sets, films, filmstrips)	60	32
<b>Adult Video cassettes/discs/DVD</b>	<b>773</b>	<b>654</b>
Adult Volumes of Print Periodicals, Newspapers and Other Print Serials	101	100
Childrens Audio (Compact discs (not CD-ROMs), cassettes)	16	10
<b>Childrens Books</b>	<b>1.345</b>	<b>1.039</b>
Childrens Miscellaneous (e.g. ebook readers, kits, framed art prints, puppets, slide sets, films, filmstrips)	4	8
<b>Childrens Video cassettes/discs/DVD</b>	<b>113</b>	<b>92</b>
Young Adult Audio (Compact discs (not CD-ROMs), cassettes)	2	-
<b>Young Adult Books</b>	<b>120</b>	<b>74</b>
<b>Young Adult Miscellaneous (e.g. ebook readers, kits, framed art prints, puppets, slide sets, films, filmstrips)</b>	<b>11</b>	<b>9</b>
Young Adult Video cassettes/discs/DVD	-	1
<b>TOTAL</b>	<b>3.832</b>	<b>3.212</b>

