

Cambridge Public Library
Board of Library Trustees
November 4, 2020
Minutes

The Board of Library Trustees met virtually via Zoom on November 4th at 5:00pm. The following members of the Board of Library Trustees were present:

- Janet Axelrod, Karen Kosko, Kaija Langley, Omowale Moses, James Roosevelt, Nancy Woods. *Also present:* Maria McCauley, Director of Libraries

Public Comment & Minutes

- There was no public comment.
- Minutes from the March 4th meeting were approved.

New Business

- **Library Update:** Ms. McCauley thanked the Trustees for their ongoing support of the Library and its staff. The Library has been busy planning for reopening, including proposals for limited in-building service (when possible) and for Winter Contactless Holds Pickup. The Library met with City leadership and Public Health to review these proposals and they approved our plans for Winter Holds Pickup. This service will take place in the lobby of the Main Library and the vestibules of the Central Square, O'Neill and Valente branches. Patron information will be collected to accommodate contact tracing, if required. We will pilot the new set-up over the next few weeks before officially changing over in December. The Main Library will also transition to walkup service only (no appointments).

Ms. McCauley shared that Youth Services outreach efforts have resumed this month. They have offered to provide virtual story times/class visits and gather learning materials for teachers/providers at 31 preschool classrooms. Next, they will reach out to older students at CPS. Youth Services has also been supporting outdoor community events with book giveaways and sharing information about Library resources during the pandemic.

The Library is continuing its STEAM efforts with the opening of the STEAM Academy's *This Should Not Be exhibit* in Joan Lorentz Park and the pilot of Take & Make kits (STEAM activity with instructions and materials) at the next Kids Books to Go event.

Ms. McCauley shared some Library statistics:

- From June 16 to Oct 31, we facilitated 25,130 Contactless Holds Pickups at the Main Library. CSQ began Holds Pickup service on August 17 and has fulfilled 1638 pickups. O'Neill & Valente began Holds Pickup the week of Sept 7th: Valente has had 786 pickups & O'Neill has had 1559.
- We hosted 15 Kids Books To Go events this summer and fall at the branch locations.
- We responded to 2364 Ask Us inquiries submitted through the Library's website and answered 9839 patron phone calls since our closure in March.
- Your Next Great Read program began on April 13 and has provided 1419 book recommendations to more than 474 patrons.

- We performed checkouts of 91,117 physical materials and have processed 123,421 returned items since staff came back on-site in June.
 - Since the Library closed, we have hosted 1076 attendees at 35 Virtual Family Story Times. An additional Story Time for preschoolers begins Tuesdays in November.
 - Since Labor Day, we've also hosted 597 attendees at 10 virtual events for adults.
 - Since Takeout Technology began in August, 226 Chromebooks & hotspots were checked out for home use.
- **Anti-Racism Efforts Update:** Our Strategic Framework values include social justice and the CPL strives to provide equitable service to all patrons. Ms. McCauley believes we need to look within and increase our awareness of systemic and structural racism.

The Library is working on anti-racism in 3 ways: an advisory taskforce, a programming taskforce, and Youth Services Project Ready curriculum. These efforts will take time and require commitment. Taskforces each have two co-conveners, with Maria advising, and include staff selected from across the Library. So far, the group members are getting to know one another, exploring possible resources, and determining what they wish to accomplish. The Cambridge Public Library Foundation is helping to fund these efforts, including materials for Liberation Libraries, public programming, and training for Library staff.

City leadership has also made a commitment to Diversity, Equity & Inclusion and 4 Library staff are participating in ongoing workshops. Ms. Axelrod commented that the implications of these efforts for the City will be vast, planting a seed for the future of Cambridge.

- **CSQ Improvements:** Ms. McCauley updated the Trustees about CSQ improvements that are underway. Some improvements have already been implemented including repairing cracked drywall and tile, removing shelving and restoring flooring on Ground floor, fixing the broken water fountain, repairing stairwell lighting, covering old signs over both entrance doors, and replacing glass in the outside display case. Fixing ceiling leaks is ongoing, as it may be resulting from an issue with the parking garage.

For the Ground floor and Children's Room, we have ordered new furniture including soft seating and shelving endcaps. In the Lewis Room, we plan to install new kitchen cabinets, replace broken kitchen doors with curtain, fix curtains, paint and install new carpet. We will also be working on new wayfinding and exterior signage. We hope to have much of this work completed this fiscal year and prior to reopening to the public.

Ms. McCauley also shared that the City is planning to open a temporary warming center for the CSQ population soon. **Action Item:** Ms. McCauley to find out where the center will be located.

Ms. McCauley also shared that some of our Capital projects are taking place while there are no patrons in the buildings: the Silent Study Room had a film installed on its windows to protect the photographs from the sun's ultraviolet rays, the double-glass wall at the Main Library is undergoing cleaning and repair, and our project to upgrade the Lecture Hall is beginning.

Library Update & Upcoming Events

- Ms. McCauley informed Trustees about recent successful CPL programs including virtual book groups, children's illustrator Brian Collier and author Delores E. Johnson. Trustees shared positive feedback about Dream Big 2020, featuring Jill Lepore. Ms. Woods noted that the event felt intimate despite the 180 attendees and that the pandemic has given us the opportunity to learn that there are lots of different ways to offer programs.
- Ms. McCauley notified Trustees of upcoming programs including community yoga, Stop the Violence: Indigenous Women, and Becoming Odessa.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Nancy Woods, Secretary