

Barrington Public Library
Board of Library Trustee Meeting
November 17, 2020 Minutes APPROVED

Lindsey Maziarz, as Chair of the Barrington Public Library Trustees, declared that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, the Trustees as a public body are authorized to meet electronically. Trustees in attendance, Library Director, Library Assistant Director, and 2 guests participated remotely through zoom, and all motions were voted on by a roll call vote.

Present: Trustees: Lindsey Maziarz, Leigh Elliott, Susan Frankel, Karolina Bodner, Lydia Cupp. Robert Drew, Karen Towne. Melissa Huette (Library Director), Wendy Rowe (Library Assistant Director), and guests Kristin Paris and Nix Dube. (potential alternate trustees).

The meeting was called to order at 6:30 pm.

Welcome and introductions:

Nix Dube who is interested in the position of Trustee Alternate gave a brief overview of her experience and interests. Kristin introduced herself at the October meeting.

The public meeting minutes from the 17 Nov 2020 meeting were approved in a motion by Susan, seconded by Lydia, and passed by a roll call vote.

Treasurer's Report: Susan presented the Treasurer's report which had been sent out by email for review. Lydia made a motion to accept the Treasurer's report, seconded by Karen and the motion was passed by a roll call vote.

There were no public comments.

Friends' report: Lydia gave an update on the book fundraiser. A letter will go out soon requesting the collecting of books of good quality to be kept at home until the spring sale. A suggestion was made to research the possibility of doing the popular Books and Blooms as a virtual fundraiser. Due to the Thanksgiving holiday, the next Friends' meeting will be Dec. 2.

Projects Update: Lindsey reported that the Capital Reserve Presentation was made to the Select Board. She will continue to work on the details with Conner Maclver (Town Manager).
Foundation meeting: The website messaging is being updated and will include a proposed timeline for a new library building.

Director's Report:

General Operations and COVID19 Update: Library hours are continuing in Phase 4. The building is closed to patrons one hour before closing each day for sanitizing and curbside quarantine processing . Only curbside pick up is available on Saturdays to help prepare for Monday.

Regarding COVID-19: Due to the close staff working area, Lindsey made a motion: In the event that a staff member tests positive to COVID-19, the Director will make a decision to close the library for 14 days, and the staff will work from home. Susan seconded the motion and it was passed by a roll call vote.

Anonymous Donation of \$1000! It was noted that the library has received many letters and

cards expressing thanks for the efforts of library staff to continue services and events during this challenging time. The \$1000 donation was used to buy a laminator for projects, as well as several children's books.

Technology and Circulation coordinator: Maddie has been updating library social media following town guidelines, and has suggested using Instagram for younger patrons.

Budget Update: There was a discussion of using money saved in the operational budget to purchase a laptop that would be very useful for story time and special projects. There was also a discussion of another laptop in the future that would be available for patron use.

Winter Public Relations: The staff is discussing the possibility of making about 300 "goodie" bags to thank teachers, patrons, and local businesses for their patience and kindness during the pandemic. These would include warm greetings, possibly hot chocolate packets, candy kisses, popcorn etc.

Tree removal along parking lot will be rescheduled as town looks for another contractor.

Dumpster: The Memorandum of Understanding (MOU) will be updated by Waste Management to include projected future rate increases. Recreation Director Sarah Bailey will pay the years' total and send the invoice for ½ year for the library's share of payment.

Old Business: Leigh reported that the library will determine a place to collect packaged items for the End 68 Hours of Hunger which supports Barrington students.

Lindsey, Susan, Leigh and Karolina will serve as a committee for the annual Library Director's Evaluation. The 1st zoom meeting will be posted on website for Sat., Nov. 21 at 10am.

Lindsey requested that meetings be changed from 3rd Tuesday, to 2nd Tuesday of each month, and members consented. The change will begin in January.

7:45 Susan made a motion to go into a Non Public Meeting, seconded by Robert, and it passed on a roll call vote.

After the non public meeting, Robert made a motion to adjourn at 8:05, seconded by Susan and it passed by a roll call vote.

NEXT MEETING December 15. 2020 6:30 pm

Minutes recorded by Karolina Bodner, secretary