

G.A.R. Memorial Library Trustees Meeting Minutes
 April 13, 2021, 5:30pm, Remote via Zoom (COVID-19 quarantine)

Present: Wendy Reed, Fred Chanania, Amy Custance, Corinn Flaherty, Marcia Sellos-Moura, Tom Salvo, Heather Conner, Sherri Temple Pruyn, Paula Breger, Jean Berkenbush

Absent: Holly Cole, Sandra Nawrocki

Recording Secretary: Amy Custance

Agenda Item	Outcome
Approve Outstanding Minutes	Amy moved to adopt the March minutes and Fred seconded. The minutes were approved unanimously with a roll call vote.
Director's Update	<p>Corinn reported that the FinCom approved Angus' recommended budget. There were no cuts to the library and it appeared to include a COLA increase. Corinn would like to use State Funds for some of the digitization and to replace a number of chairs. The rest of the funds will be saved in case of an emergency.</p> <p>Corinn is creating a local history page for the website which will host the newly digitized material and link to other local history sources.</p> <p>Wendy is planning on getting the blueprints ready to digitize before the next meeting.</p>
Friends of the Library update	<p>The Friends got over a 150 responses to their survey and are planning to fund the top 3 Library of Things items that were suggested.</p> <p>The Friends would like to fundraise for the Storywalk.</p> <p>Amy suggested hiring the "Cookie Monstah Truck" to roll out the summer reading program like they are doing in Rowley and Corinn said she would talk to the Friends about sponsoring it.</p>
Reopening Plans	<p>All the staff is vaccinated so Corinn envisions starting to open to the public two days a week. One of those days the library would be open until 4:00 and the other day it would be open until 7:00. The plan would be to limit the number of people in the building at one time and the Children's Room would require an appointment. People will be expected to check in at the circulation desk and will have to state their purpose. We discussed limiting the rest of the library to 15 patrons at one time but felt that number was high and 9 was probably more reasonable. We gave Corinn authorization to begin with 9 but increase it to up to 15 if she feels that is doable. Marcia proposed updating the operational steps to reflect these changes. Fred moved to adopt the plan Corinn has put forward with provisions and it was approved unanimously.</p>
Material Selection Policy	<p>Marcia suggested in Appendix 1 requiring any person contesting be required to read the policy and limit the amount of time for Trustees to make a decision but Fred pointed out that we only meet once a month so a time constraint would be</p>

	difficult. Tom felt leaving the time flexible would also allow the Trustees the opportunity to research the situation if necessary. Fred motioned to approve the policy with the changes to the Appendix and Tom seconded. It was approved unanimously.
Landscaping	Tom made a motion to authorize Amy to contract with the Perennial Pleasures for up to \$2,500 for the season and Fred seconded. It was unanimously approved.
Officer Discussion	We discussed who would take Wendy's place as Head of the Trustees if she is elected Selectman but nothing was decided. Also, it would create an opening and Corinn is going to reach out to Ashley Adams to see if she would be interested. Fred will run the next meeting.
Strategic Planning Update	Tom mentioned that MBLC is offering a Strategic Planning Zoom. Corinn attended a Strategic Planning seminar and met with a Strategic Planning consultant and was encouraged to wait another year due to the pandemic. She welcomes Trustee feedback.
Items not reasonably anticipated	Tom mentioned that MBLC is also offering a few New Trustees Orientations in the next few months.
Next meeting	The next meeting is scheduled for May 11, 2021.
Items Review of Action	<p>Wendy will determine which of the building plans should be digitized.</p> <p>Corinn will contact Ashley Adams regarding joining the BOLT if a position opens.</p> <p>Corinn will find out the eligibility timeline for LSTA grants once a Strategic Plan is submitted.</p> <p>Corinn will check with Town Council about policy approval.</p> <p>Tom will send Listserv information to Paula Breger.</p> <p>Amy will extend an offer to Perennial Pleasures.</p>

Meeting Adjourned.
The Trustees next meeting is scheduled for May 11, 2021.my wi