

G.A.R. Memorial Library Trustees Meeting Minutes
 June 8, 2021, 7:00pm, Remote via Zoom (COVID-19 quarantine)

Present: Fred Chanania, Amy Custance, Corinn Flaherty, Marcia Sellos-Moura, Tom Salvo, Paula Breger, Sandra Nawrocki, Heather Conner, Laura Collins

Absent: Sherri Temple Pruyne

Recording Secretary: Amy Custance

Agenda Item	Outcome
Approve Outstanding Minutes	Tom moved to adopt the May minutes and Paula seconded. The minutes were approved unanimously with a roll call vote.
Discussion of Laura Collins as a prospective Board Member	<p>Laura joined the meeting as a prospective Board Member. Prior to the meeting she filled out the necessary paperwork and submitted a letter with her credentials to the Board. She told us about herself and her interest in joining the Board. Corinn received another email about the open seat the day of the Trustee meeting but the email sender had not submitted any prerequisite paperwork. Marcia motioned to nominate Laura to the Board as an interim Board Member filling Wendy Reed's seat. Fred seconded and it was approved unanimously with a roll call vote.</p> <p>Fred will write a letter to the Select Board and request a meeting so that the appointment of Laura as Trustee can be finalized.</p>
Director's Report	<ol style="list-style-type: none"> a. Corinn reported that we are getting closer to regular attendance and circulation now that patrons are allowed back in the building. b. Due to Covid, the statistics are hard to compare to where we were prior to the pandemic so Marcia requested that Corinn include 2019 statistics on her next report. c. Corinn would like to continue to open to the public with the current schedule that was voted on at the last meeting, Monday and Tuesday 10:00-8:00, and Wednesday, Thursday, and Friday 10:00-5:00. Saturdays are still curbside and she would like to open on Saturday 9:00-1:00 for the remainder of June and resuming in September. She reported that nights tend to be slower but if anything changes, she would like to possibly open on Wednesday nights. Fred motioned to give Corinn discretion to open Wednesday nights if there is a demand for it and Saturdays through June and resuming in September. Marcia seconded and it was approved unanimously with a roll call vote. d. Corinn reported that the number of people coming into the library has been very manageable.
Operational Changes	Corinn would like to: add back limited seating (hard furniture only, not the Yogibos) in the children's room and the magazine area; remove the time limits in the building; remove appointments in the children's room and just practice social distancing; encourage patrons to continue wearing masks to protect children and vulnerable members of the community.

	<p>The Town is requiring masks in all Town buildings through June and will meet to decide if they will continue the mandate through the summer. She doesn't anticipate too much pushback as people have been very cooperative so far.</p> <p>Kate would like to start doing small indoor programs with a limited number of participants. Outdoor storytimes will begin on June 29th. Corinn will double check if there are any indoor restrictions and make sure programs are in compliance with current state guidelines.</p> <p>Fred motioned to allow Corinn at her discretion to add more hard seating in the children's room and magazine area, to remove time limits and appointments, to remove the cap on the number of people in the building and allow for small group indoor programming provided it is in line with state requirements. Heather seconded and it was approved unanimously with a roll call vote.</p> <p>The Trustees discussed if the mask policy should be altered but decided to wait until we could get more information from the town. We would meet and take action in the form of an ad-hoc meeting if it was deemed necessary.</p>
Building Air Quality	Corinn reported they are having some HVAC issues but Brian is working on them with the HVAC company. She should have more information on the situation at the next meeting.
Status of the outdoor furniture	When Corinn went to purchase the outdoor Adirondack chairs, they were sold out at Lowe's. The Trustees suggested she see if they were still available at Ace Hardware or Kelly's Hardware. She will look into both.
Cleaning schedule and efficacy	Corinn is pleased with the cleaning service and said they are doing a good job.
Gift Account Fund	Fred wanted to make sure there was enough money in the Gift Account fund or if more would need to be added before we meet again in September. Corinn said we have not paid for the display case because it has been delayed again so there is enough money in the account and no need to add more.
Invoice Signatory	<p>Tom noticed that our signatory forms needed to be updated now that Wendy is gone. Fred motioned to make Fred, Marcia, and Tom signatories and remove Wendy. Marcia seconded and it was approved unanimously. Tom will get the form to change signatories and the three of them will sign it. Amy will put together the memo concerning signature authority that Terry Beaton has requested.</p> <p>At a previous meeting it was voted that Amy would sign all bills rather than requiring all Trustees sign, and Wendy would be the alternate. During Covid the Town Accountant allowed Corinn to submit the bills without a Trustee signature but Corinn will check how much longer that will be the case. Fred motioned to</p>

	allow Marcia to be the alternate in addition to Amy. Marcia seconded and it was approved unanimously with a roll call vote.
MVLC Update	Patty DiTullio is the new Executive Director of MVLC and Corinn has been appointed as an at-large member of the Executive Board and will be serving on the MVLC Strategic Planning Committee.
Items Not Anticipated in Advance	<p>Tom spoke with Terry Beaton and he can meet us in August but since we don't meet then, Tom is going to see if he can meet us in the Fall.</p> <p>The Culture Council approached Corinn about putting an art piece on the library grounds as part of their Yard Art Program. The program is still in the planning stage and there isn't a date yet. Fred pointed out that since we can't do signage, it is possible that we also can't have art. Corinn suggested that the library could possibly create a piece of art to display. It was decided that we would need more information before we could make a decision.</p>
Next meeting	We are not planning to meet in July or August but will have an Ad Hoc meeting if necessary. The next meeting is scheduled for September 14th.
Review of Action Items	<ol style="list-style-type: none"> a. Fred will write a letter to the Select Board and request a meeting concerning appointing Laura Collins. b. Fred will let us know about Laura's appointment with the Select Board which will require at least 4 Trustees to attend. c. Fred or Corinn will send a letter to the person who was interested in Wendy's seat after Laura submitted her paperwork. d. Corinn will double check if there are any indoor restrictions and what state guidelines require. e. Corinn will check with Angus about the towns mask policy going forward after June. f. Corinn will check at both Ace Hardware and Kelly Hardware for Adirondack chairs. g. Tom will get the form to change the signatories and he, Marcia, and Fred will all sign it. h. Corinn will check with the Town Accountant about requiring a Trustee's signature on bills. i. Amy will put together the memo concerning signature authority. j. Tom is going to contact Terry Beaton about meeting with the Trustees in the fall. k. Corinn will get more information from the Cultural Council.

Meeting Adjourned.

The Trustees next meeting is scheduled for September 14, 2021.