

MINUTES OF THE LIBRARY TRUSTEES MEETING JUNE 5, 2020

This was a Zoom meeting.

The meeting was opened at 10:03am by Diane Kotch. Jen Mayer, Beth Cairns and Deborah French were connected.

The minutes will be emailed to the trustees.

There was a vote to accept the policies and procedures for opening the library according to the Covid-19 protections. It was voted unanimously to accept the list. The list met the requirements of the Massachusetts Board of Library Commissioners (MBLC) guidelines. Any funds spent to follow these procedures will be repaid by monies received from the State. Erin from the Board of Health will supply masks, disinfectant and any other necessary items needed for the safety of the staff and patrons.

The Library has not set an opening date yet.

The Library has been holding remote programming for children and adults. There have been remote story hours created by April. She is having a Root Beer Float drive through on June 19. Summer reading information will be handed out also. There are several book groups for different ages planned to be held remotely. Planning and coordination are still in process by April.

Debbie has mailed out applications and cards to the kindergarten class in place of their actual visits. She is in contact with surrounding libraries to see what plans and preparations they are doing. The city libraries are opening first. We will take all this into consideration for when we will open.

There is no janitor at the town hall at present; it is still closed to the public also.

The book drop is open now and Pat is in charge of that. She works 3 days a week; the books are kept for 72 hours in the hall, then wiped down, checked in and returned to the shelves. April and Deborah have been working physically at the library and remotely also since its closure. Only one staff person is present at any time.

Debbie was encouraged to purchase any needed Kindles or Chromebooks as

necessary and also any duplicate books for the elementary book clubs. There has been good use of our library remotely throughout the pandemic. Our website has been very helpful for many new patrons as well as our many present patrons.

The trustees and Debbie are very grateful to Pat for her efforts on the library's behalf. The trustees are also very grateful to our other excellent staff: April and Debbie. They have certainly worked in ways we never could have imagined and have been giving super-efforts on our town's behalf. They are to be commended and thanked!

The zoom meeting was closed at 10:38am.