

# LIBRARY TRUSTEES' MEETING

April 19, 2021

5:30 PM

## **PRESENT**

Kathleen Norton, Martin Isaks, Amy Wallace Natalie Ducharme. Kathleen Norton called the meeting to order at 5:33 PM.

## **MINUTES**

On a motion by Martin Isaks, seconded by Amy Wallace, the Trustees unanimously decided to accept the public meeting minutes for March 29, 2021

## **TREASURER'S REPORT**

Ms. Ducharme provided an update from Clarfeld Private Citizens Wealth regarding the Mary Brock Trust Fund. The Trustees discussed the Land Acquisition Expendable Trust Fund. The Trustees directed Ms. Ducharme to gather more information regarding this trust fund. The March Treasurer's Report was tabled and will be discussed at the May meeting

### *Bills for consideration*

The Library Store	\$526.57
STEM Supplies	\$817.83

On a motion by Martin Isaks and seconded by Amy Wallace, the Trustees unanimously voted to pay both these bills totaling \$1,344.40.

## **OLD BUSINESS**

*The first order of old Business was the Breen Conference Room Plaque.*

The trustees finalized their decision regarding the style, font, colors and wording of the plaque.

*The second order of Old Business was the next stage in reopening*

Ms. Ducharme presented her plan for the next step in reopening. The library will no longer close in the middle of the day. The library would resume pre-COVID-19 hours. The quarantine period for materials will be shortened from 72 hours to 24 hours, excluding the state van service. The cleaning schedule and limited seating will remain in effect.

*The third order of Old Business was the Head of User Services Description*

The Trustees discussed the changes in the Job Description. On a motion by Amy Wallace and seconded by Martin Isaks, the Trustees voted to adopt the new job description for this position. The trustees extended their well wishes in the job search.

# LIBRARY TRUSTEES' MEETING

April 19, 2021

5:30 PM

## **NEW BUSINESS**

*The first order of New Business was the governor's mask Mandate*

Ms. Ducharme discussed the expiration of mask mandate. This means no change for the library staff or services. Staff will continue with the same procedures as in the start of the pandemic.

## **DIRECTOR'S REPORT**

The Trustees reviewed the printed report for March and discussed staffing issues.

## **TRUSTEE MATTERS**

There were no Trustee matters.

## **PUBLIC MATTERS**

There were no public matters.

## **DATE AND TIME OF NEXT MEETING**

The Trustees set the date and time for the next meeting:

-Monday May 17<sup>th</sup> at 5:30PM via Zoom

## **ADJOURNMENT**

On a motion Martin Isaks, seconded by Amy Wallace , the Trustees voted unanimously to adjourn the meeting at 6:31 PM.