



Mr. Dan Hall
Mr. James Lemay
Ms. Eileen MacDougall
Mr. Jeffrey Nussbaum
Mr. Donald Pearson
Ms. Kathleen Reynolds

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Board of Library Trustees

Board of Library Trustees
Tuesday, December 15, 2020, Virtual Meeting 7 pm

Present: Dan Hall, Eileen MacDougall, Jim Lemay, Jeff Nussbaum, Kathleen Reynolds, Don Pearson, Library Director Tina Stewart, Administrative Assistant Gloria Corcoran

Chairman Jeff Nussbaum called the meeting to order at 7:02 pm. He read Governor Baker's March 12, 2020 Order Suspending Provisions of the Open Meeting Law, G.L. c30a Section 18. Chairman Nussbaum did the required roll call of members who were present.

Minutes November 17, 2020

Motion was made by Eileen MacDougall to accept the minutes of November 17, 2020 with a second by Jim Lemay. Roll Call: vote to accept: Dan Hall, Eileen MacDougall, Jim Lemay, Kathleen Reynolds, Don Pearson, Jeff Nussbaum, motion passes.

Financial Report November 2020

Motion to approve the Financial Report was made by Don Pearson, seconded by Kathleen Reynolds. Roll Call: vote to accept: Dan Hall, Eileen MacDougall, Jim Lemay, Kathleen Reynolds, Don Pearson, Jeff Nussbaum, motion passes. The Statistical Report for November will be included with the December Report.

Library Director's Report

Tina Stewart reviewed her written report. Beginning Monday, November 2, patrons were permitted to visit the first floor of the library without an appointment. There were 856 visitors on the first floor. Staff also continued to provide curbside service. Given that patrons had the option of visiting the library without an appointment, curbside numbers decreased to 611 curbside visits in November compared to 1087 in October. Appointments were still required in the Children's Room. There were 106 browsing appointments with a total of 288 people visiting the Children's Room.

Due to the virus surge, beginning Monday, December 7, the library closed the building to the public and rolled back to only curbside service. Patron response on Facebook to this decision was mostly positive with comments expressing understanding and appreciation for the service options.

The Wilmington Apple featured the Story Walk theft which led to the author learning about it and contacting Youth Services Librarian Barbara Raab and offering to help. We plan to recreate the Story Walk and put it around the library in January. We will do an official launch with the author reading the book on Zoom.

The Book Store has been open by appointment on the following Saturdays: December 5 (Friends only), December 12 and December 19. The store will be closed January and February for cleaning, painting, carpet replacement, etc. Jeff Nussbaum has continued to sell books online adding to the Friends Book Store income.

Library staff are in the process of reviewing and updating the library's website.

The Pandemic Puzzle Palooza will be held when the library is open again to the public.

Mrs. Stewart indicated that she would like to discuss procuring public art with the Barbara Johnson Trust funds at the next meeting.

Old Business

None

New Business

Mrs. Stewart reminded the Trustees to complete the receipt acknowledgment form for the Conflict of Interest packet.

Mrs. Stewart reviewed the library's FY22 Budget Request.

The Draft Remote Participation Policy was discussed. Jeff Nussbaum will forward comments and questions to the Town Manager's office.

Public Comments

None

Trustee Comments

Dan Hall noted that he will be leading his Current Events discussion, December 16 on Zoom.

Eileen asked that the library contact the One City, One Story so the library can receive copies of the stories when they become available to the public.

Jim Lemay will contact Town Moderator Bob Peterson about a suggestion for the Town meeting format that is used in some towns in New Hampshire.

The next virtual meeting will be Tuesday, January 19, at 7 pm.

A motion to adjourn was made at 8:04 pm by Dan Hall, seconded by Kathleen Reynolds.

Submitted by,

Gloria Corcoran

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Administrative Assistant

Documents used at the meeting:
November Financial Report,
Library Director's Report
FY22 Budget Proposal
Draft Remote Participation Policy