



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

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Tuesday, June 16, 2020, Zoom Meeting 7 pm

Present: Dan Hall, Eileen MacDougall, Jeff Nussbaum, Kathleen Reynolds, Don Pearson (arrived at 7:15), Library Director Tina Stewart, Administrative Assistant Gloria Corcoran, and Technology Librarian Brad McKenna  
Absent: Jim Lemay

Chairman Jeff Nussbaum called the meeting to order at 7:05 pm. Director Tina Stewart 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 May 19, 2020**

Motion was made by Dan Hall to accept the minutes of May 19, 2020 as written with a second by Eileen MacDougall. Roll Call: vote to accept: Dan Hall, Eileen MacDougall, Kathleen Reynolds, Jeff Nussbaum, motion passes.

### **Financial Report and Statistics May 2020**

The Financial Report and Statistical Report were discussed. Jeff Nussbaum asked the balance of the Barbara Johnson Trust Fund. Mrs. Stewart noted that the balance is \$196,511 including outstanding furniture order for the Children's Room new meeting space. Motion was made by Dan Hall to accept the Financial Report, seconded by Kathleen Reynolds. Roll Call: vote to accept: Dan Hall, Eileen MacDougall, Kathleen Reynolds, Jeff Nussbaum, motion passes.

The Circulation Statistics Report for May was approved with a motion by Kathleen Reynolds and seconded by Don Pearson. Roll Call: vote to accept: Dan Hall, Eileen MacDougall, Don Pearson, Kathleen Reynolds, and Jeff Nussbaum, motion passes.

### **Library Director's Report**

Mrs. Stewart reviewed the highlights of her written report. The staff came back to work at the library on May 26<sup>th</sup> with two employees working remotely. All staff were assigned workstations that are in compliance with the social distancing protocols. All staff were provided COVID-19 safety and hygiene videos to view and were given specific safety instructions pertaining to the workplace. The library began offering curbside pickup on May 26 with 173 patrons utilizing the service the first week. We began accepting returns June 1<sup>st</sup>. Books are being quarantined for three days before going back into circulation. The interlibrary delivery has not begun.

Mrs. Stewart noted that she is working on protocols for the phase when patrons will be allowed into the building. Given the June 8 email guidelines from MBLC that **Patron entry to the library**

***should be limited to circulation desk pickup only.*** The consensus among most library directors is that there is no point in opening the building until patrons can utilize more library services. Patrons are now picking up material with curbside service which is no different than picking up materials at the circulation desk.

Mrs. Stewart informed the Trustees that Assistant Children's Librarian Victoria Oatis and Marketing Librarian Danielle Ward submitted their resignations effective June 29. While working at WML both these librarians have done a fantastic job and will be missed by all. Both are leaving WML for family reasons. Mrs. Stewart received approval to post both positions.

### **Old Business**

Mrs. Stewart noted that she received another quote/design to create a meeting room on the first floor where the library director's office was years ago which is on the other side of the restroom hallway. This meeting space would be used for tech help as well as or small groups to meet. The funds to build this meeting room would be charged to the Barbara Johnson Trust fund. It will be furnished with the tables and chairs that are now being used in this area. There was discussion about the room location and size. Kathleen Reynolds suggested making a video of the space so that Trustees could better visualize the proposed project.

Kathleen Reynolds made a motion to authorize spending up to \$20,000 from the Barbara Johnson Trust Fund for the room on the first floor. Seconded by Eileen MacDougall. Roll Call vote to accept: Eileen MacDougall, Don Pearson, Kathleen Reynolds, Dan Hall, and Jeff Nussbaum. Motion unanimous.

### **New Business**

Mrs. Stewart presented the proposal to hold a community reads series of events to address antiracism. Brad McKenna, Barbara Raab, Brittany Tuttle and Erin Driscoll are working together on this initiative. They are planning a series of event inviting residents to read and discuss the following books. Book Selections include *Me and White Supremacy* by Layla F. Saad and *So You Want to Talk about Race* by Ijeoma Oluo. The book selected for teens is *Stamped-Racism Antiracism and You* by Ubram Kendi. Digital and print copies will be available.

Eileen MacDougall recommended having programs that address policing. She will forward information regarding a possible speaker from Lawyers for Civil Rights. Mrs. Stewart plans to reach to members of the Community Resources Roundtable to support the Community Reads program.

### **Reorganization**

Eileen MacDougall made a motion to nominate Jeff Nussbaum for Chairman of the Library Trustees and Dan Hall as Vice-Chair; seconded by Kathleen Reynolds. Roll Call vote to accept: Eileen MacDougall, Don Pearson, Kathleen Reynolds, Dan Hall and Jeff Nussbaum. Motion passes.

### **Trustee Comments**

Jeff Nussbaum noted that he will be presenting the article to name the Reading Garden after Peggy Kane at the Town Meeting on Saturday, June 27, 9 am. He asked that the Trustees email him something about Peggy to include in his presentation.

Eileen MacDougall asked Mrs. Stewart to consider reducing the quarantine time for books from three days to 24 hours given the new recommendations from the MBLC. Mrs. Stewart will evaluate this option.

The next virtual meeting will be Tuesday, July 21 at 7 pm.

**Public Comments** – None

A motion to adjourn was made at 8:19 pm by Dan Hall, seconded by Don Pearson.

Roll Call vote: Dan Hall, Eileen MacDougall, Jim Lemay, Don Pearson, Kathleen Reynolds, Jeff Nussbaum, passes unanimously.

Submitted by,

***Gloria Corcoran***

Gloria Corcoran

Administrative Assistant

Documents used at the meeting:

Library Statistics and Financial Report from May 2020