



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, March 16, 2021, 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 February 23, 2021

Motion was made by Eileen MacDougall to accept the minutes of February 23, 2021 with a second by Dan Hall. Roll Call vote to accept: Dan Hall, Kathleen Reynolds, Jim Lemay, Eileen MacDougall, Jeff Nussbaum, Don Pearson abstains, motion passes.

Financial and Statistical Report February 2021

Eileen MacDougall asked about the staff room renovation. Mrs. Stewart noted that shelving, flooring and a new table have been ordered. She also indicated that the Frog and Turtle statues for the Peggy Kane Reading Garden are being shipped. Jeff Nussbaum asked about the balances in the personnel account in regards to the part-time library associate positions. Mrs. Stewart noted that these positions are funded in the FY21 budget. Motion to approve the Financial Report and February Statistics was made by Dan Hall, seconded by Jim Lemay. Roll Call vote to accept: Dan Hall, Kathleen Reynolds, Jim Lemay, Eileen MacDougall, Don Pearson, Jeff Nussbaum, motion passes.

Library Director's Report

Mrs. Stewart reviewed her written report. A limited reopening of the library building is scheduled for Monday, March 22 – first floor browsing without an appointment and appointments in the Children's Room. Curbside pickup hours Monday-Saturday 10 am-4pm. Full service hours will resume on Monday, April 12.

Since there is no custodian on Saturdays, a custodian will be assigned to clean the library prior to opening on Mondays.

Mrs. Stewart asked for feedback from the Trustees on changing the library's opening hours from 9 am to 9:30 am to give staff time to set up workstations, empty the book return, handle unexpected personnel absences, etc. After discussion on this proposal, the decision was made to keep the library opening at 9 am.

Mrs. Stewart was asked when staff would return to their regular office space and when in library programs would resume. Mrs. Stewart noted that she would check with Board of Health Director regarding these two issues. Currently there is no firm date.

Eric Berube has been promoted from Library Page to Library Associate beginning April 5. A recommendation has been made to hire another Library Associate to begin April 5.

Wilmington's Earth Year programming, that was initially scheduled to begin April 2020 but had to be scaled back during the first several months of the pandemic, is kicking off in earnest again starting April 2021 and will run through September 2021. Mrs. Stewart highlighted these programs in the next issue of Town Topics.

The library has received permission for a water bill insert for the spring mailing. Marketing Librarian Ellen Boyle will design a bookmark with *The Great Gatsby* events on one side and the library's historical events on the other side.

The Friends Annual Meeting will be March 18, 7 pm. There will be Zoom link to register.

Marketing Librarian Ellen Boyle produced a Welcome to Wilmington video featuring community organizations. The link is on the library's website and the Town's website.

Old Business

None

New Business

None

Public Comments

None

Trustee Comments

Dan Hall will host the Current Events discussion group Wednesday, March 17. The topic is the anniversary of COVID 19.

Eileen MacDougall is gathering paperbacks from the Book Store Next Door to donate to a women's facility through the Middlesex County Sheriff's Department.

The next virtual meeting will be Tuesday, April 20, at 7 pm.

A motion to adjourn was made at 8:00 pm by Kathleen Reynolds, seconded by Dan Hall. Voted unanimously with a show of hands.

Submitted by,

Gloria Corcoran

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Administrative Assistant

Documents used at the meeting:

February Financial Report

Library Statistics

Library Director's Report