



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, September 22, 2020, Virtual Meeting 7 pm

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

Chairman Jeff Nussbaum called the meeting to order at 7:00 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 July 28, 2020

Motion was made by Kathleen Reynolds to accept the minutes of July 28, 2020 as amended with a second by Eileen MacDougall. Roll Call: vote to accept: Eileen MacDougall, Don Pearson, Kathleen Reynolds, Jim Lemay, Jeff Nussbaum, motion passes.

Financial Report and Statistics August 2020

A motion was made by Don Pearson and seconded by Jim Lemay to accept the Financial Report from August. Roll Call: vote to accept: Eileen MacDougall, Don Pearson, Kathleen Reynolds, Jim Lemay, Jeff Nussbaum, motion passes.

A motion was made to accept the August Statistics by Jim Lemay as submitted and seconded by Don Pearson. Roll Call: vote to accept: Eileen MacDougall, Don Pearson, Kathleen Reynolds, Jim Lemay, Jeff Nussbaum, motion passes.

Library Director's Report

Mrs. Stewart reviewed her written report. She provided an update on the Phase 3 reopening of the library by appointment. Activity has been light but much appreciated and welcomed by patrons. Many patrons prefer to use the curbside service where staff bring out and place items in the trunk of the car. In August, 1,303 patrons utilized curbside service. We continue to receive a lot of positive feedback from patrons about Library on the Lawn.

The quarantine of library materials was increased from three to seven days based on a study by the Institute of Museum and Library Services (IMLS) and a recommendation from the Board of Health Director Shelly Newhouse. Eileen MacDougall noted that the study did not address transmission of the virus via library materials. She felt that seven days of quarantine of library materials was disruptive to library service. Mrs. Stewart acknowledged this concern and indicated that she would discuss the quarantine time again with Shelly Newhouse.

Mrs. Stewart reported that the Anti-Racism programs have been well received. The Healthy Aging programs funded by a federal grant have concluded. Youth Services Librarian Barbara Raab reported that summer reading registration numbers were down due to the pandemic and not offering the same level of reading activities this year. A survey of parents indicated an interest in outdoor storytime for preschool children and hands on activities for older children.

Teen Services Librarian Brittany Tuttle has spearheaded a voter registration initiative for teens She will be presenting a program called "For Freedoms" where teens write a statement on issues that are important to them during this voting season. These statements will be put on signs in front of the library. The library is having a voter registration drive on Tuesday, September 29 in the afternoon. High school students 16 and over can pre-register and anyone else who needs to register can do so on this day. The Marketing Librarian Ellen Boyle has made a video of staff remembering the first time they voted.

Construction of the new room on the first floor will be October 13-15.

The Peggy Kane Reading Garden plaque has been installed. There will be a dedication on Saturday, September 26 at 1 pm with Trustees, Friends of the Library Executive Board and Peggy's family. There was a discussion about purchasing a "reading frog" and a turtle statue for the Peggy Kane Reading Garden. A vote to purchase these statues was tabled until the next meeting. Mrs. Stewart will contact the vendor to get answers to questions asked by the Trustees regarding warranty, weight of the statues, etc. The cost will come from the Barbara Johnson Trust Fund.

The Trustees will continue to do virtual meetings given that there is not enough space on the first floor quiet area for adequate social distancing of any potential attendees.

Old Business

None

New Business

Mrs. Stewart presented the *Photography and Video Recording Policy*. A motion to accept was made by Eileen MacDougall and seconded by Kathleen Reynolds. Roll Call: vote to accept: Eileen MacDougall, Don Pearson, Kathleen Reynolds, Jim Lemay, Jeff Nussbaum, motion passes.

Public Comments – None

Trustee Comments

Kathleen Reynolds asked if a grandmother who was in charge of her grandchildren, but not the legal guardian, could get a library card for them at the library. Mrs. Stewart said that at WML that would be possible.

Eileen MacDougall noted passing of Keith West and appreciated the tribute that will be held in his memory at a library event.

Jeff Nussbaum mentioned that the book store online sales are going strong.

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

A motion to adjourn was made at 8:40 pm by Kathleen Reynolds, seconded by Eileen MacDougall.

Submitted by,
Gloria Corcoran
Gloria Corcoran
Administrative Assistant

Documents used at the meeting:
Library Statistics and Financial Report from August 2020, Library Director's Report and the
Photography and Video Recording Policy.