

## **Library Trustees Meeting Minutes**

Wednesday, November 10, 2021

### **Attendance and Additions to Agenda**

Members Present: Jim Fowler, Judi Baraly, Becky Bailey & Karen Haskell

Zoom: Jen Haynes (Director), Diane Town & Shannon Glidden

Absent: Maureen Spilsbury

#### **A. Meeting called to order at 4:32**

#### **B. Minutes, October 2021**

- Karen motioned to approve October minutes. Judi seconded. Motion passed

#### **C. Standing Reports:**

##### **1. Treasurer's Report**

- Treasurer absent

##### **2. Director's Report**

- Simon Brooks (storyteller) came, and it was a lot of fun – 11 participants with a few on Zoom
- Sandy still doing guitar lessons – 3 right now – 1 currently out with COVID
- Staff asked about closing at 4 the day before Thanksgiving – Jen said this was fine
- A LOT more COVID cases coming through – it is peaking, do not want to invite any of that to the library, putting a hold on in-person programming until after the first of the year
- Tree Lighting – probably should scale back quite a bit from what occurred last year, maybe just stick to the tree lighting, and give out gifts/books – avoid gathering in a large group (looking at Friday, December 10<sup>th</sup> around dusk – 6ish)
- It was suggested that perhaps the tree lighting begins at 5pm. Do the tree lighting first and then have it open for an hour or so for kiddos to come, see Santa, get their candy and/or gifts
- Eileen is still out – compromised – so she is working on Sundays, early in the morning before other staff come in
- Grant came through from CSB – able to now upgrade Wi-Fi to better system – Don Strong will get set up and paid for with the grant
- Party next month – just assume not this year – one less chance of spreading anything
- “Auditor” has been around the library – not in it. Staff were told to just lock up if they are outside

**D. Old Business:**

**1. COVID**

- Jen has the Library under control – perhaps adopt some kind of pandemic policy
- Masks still in use – no issues
- Stopping in-person programming temporarily

**2. By-laws**

- Did look at last year – only changed part about chairperson and how many terms can be held
- Jim will send an email to the office to get Karen officially sworn in
- New trustees did not have any questions regarding by-laws

**3. Library Lot Update**

- No new updates currently
- Judi has been asking for report from Glen (mason) as she received 6/7 page report and is wondering if he can wrap that up so we can mark it complete for LCHIP

**4. A/C Update**

- Zajak – will be coming back, just do not know when...

**5. Director's eval**

- Jim collected input regarding Jen's eval

**E. New Business:**

**1. Xmas Party –**

- It was decided to not have this party this year to avoid a gathering with COVID being such a problem right now.

**F. Adjournment:** Motion to adjourn was made by Becky, Judi seconded. Motion Passed. The meeting adjourned at 4:59.

**Next Business Meeting:** Wednesday, January 12<sup>th</sup>, 2022

Minutes Submitted by Becky Bailey