Board of Library Trustees

Minutes

Thursday, November 12, 2020 at 6:30pm via Zoom.

Present: D. Batson, K. Boyles, J. Lundgren, C. Winslow

Absent: L. Cosato

Minutes of October 1, 2020 Approved.

DIRECTOR’S REPORT

OLD BUSINESS:

State Aid Report: submitted 10/19.

Building Issues: Lighting issue being discussed tonight by Town committee.

Staffing: Updates on Staffing retirement/new positions/postings.

NEW BUSINESS:

Building: AutoDoor inspected and repaired; HVAC maintenance and repair.

Hours: Hours modifications to better reflect community use discussed.

VOTE: Board voted to update Library Hours:

 Open to Public:

 Tues./Thurs.: 10-7

 Sat.: 10-3

 After closing to pubic, staff will use time for cleaning, and leave building when cleaning is completed.

Holiday Schedule: To be in sync with Town House Hours, the Library Holiday Hours will be as follow:

 Closed Thursday before Thanksgiving; Closed on Thanksgiving; Closed Thursday before

 Christmas; Closed on Christmas; Closed Saturday after Christmas.

The Library will be OPEN TUESDAY of Christmas week and TUESDAY and SATURDAY of New Year’s.

Cleaning: The Library was “deep cleaned” the day following the Election; rug cleaning will be put off until Spring.

Handling of staff COVID issues: will follow guidelines Town House has in place for staying home, etc.

Landscaping: issues discussed.

PROGRAMMING: (CONTINUED “VIRTUAL” PROGRAMMING INCLUDED):

Zoom Storytime (continuing through the 12th).

Zoom Book Discussion: Held Sept., Oct., Nov.

Virtual STEM: begins 12/3 at 11am via YouTube.

Fall Book Harvest: reading challenge. 13 participants, 2 drawings so far.

Paper Tube Creatures: 10 participants.

OUTSIDE “I Spy” Pumpkin Search: 50 total participants! (18 a; 32 c).

“I Am Thankful For”…

STAFF PROJECTS this month included:

Bulletin board (“Minions of Books”); Beanstack materials designed; prep Storytime email blasts; Zoom Storytime productions; weeding; cleaning up old reports/missing items/updating catalog records.

Meetings Attended: DB: SAILS Board; ARIS webinar.

Meetings Upcoming: DB: SAILLS Board; SAILS Library Showcase.

NEXT MEETING: Thursday, December 3rd, 2020 at 6:30pm via Zoom.