

**M. G. Parker Memorial Library
Board of Library Trustees
Meeting Minutes
April 15, 2020**

Co-Chair Linda Trouville called the meeting to order at 4:15pm and read the following:

This meeting is being held remotely in accordance with the Governor of Massachusetts' March 10, 2020 Order Suspending Certain Provisions of the Open Meeting Law M.G.L. Ch. 30A, Section 20.

In Attendance: Library Director Nanci Milone Hill, Chair: Linda Trouville, and Vice-Chair: Eric Jackson, Trustees: Gretchen Mayall and Monique Verville, James Nolan was absent.

Community Input – None

Review of the minutes – Minutes from February 12, 2020 A motion to accept the minutes as presented with corrections was made by Eric Jackson, and seconded by Gretchen Mayall, unanimously approved.

Review of Bills and Payroll- Bills: February 12, 2020 to April 1, 2020 and Payroll: February 9, 2020 to April 6, 2020. Motion to accept the bills and payroll as presented was made by Eric Jackson and seconded by Monique Verville, unanimously approved.

Budget and Financial Report - Addendum Attached –

- Nanci wanted to thank the Town of Dracut for continuing to pay the salaries of the library staff, while the Stay-at-Home Order is in effect.
- All Town Departments were asked to reduce their Fiscal Year 2021 Budgets by ten percent. Additionally, they have been asked to present amended budgets with five, ten, fifteen, twenty, and twenty-five percent cuts as a temporary measure in the event further financial cuts need to be made. (Details follow in the Director's Report)

Performance Overview - Addendum Attached –

- As expected, Material Check Outs was down for the Month of March however, there has been an increase in the number of downloads for e-books and audio-books.

Directors Report - Addendum Attached –

- Nanci is offering a Wednesday Afternoon Book Group via Zoom Platform.
- Children's Librarian Joan Powers is offering Virtual Story *Times on Dracut Library Children's Room Facebook page* and Read-Along on the library's *You-Tube Channel*.
- To ensure the performance of the library computers Catherine Bence will go into the library during the week of April 20, 2020 to check on updates.
- Cars are continually spotted in the library's parking lot using our WiFi signal.

Unfinished or Continuing Business -

- Eric Jackson made a motion to postpone the Director's Evaluation and was seconded by Gretchen Mayall, unanimously approved.

New Business –

- Children’s Librarian Joan Powers presented the Director with a proposal for the need of additional computers in the Children’s Room. Discussion for next meeting. Gretchen Mayall made a motion to use Library State Aid monies to purchase these computers, seconded by Monique Verville, unanimously approved.

Next Meeting – May 13, 2020 at 4:00pm

Suggestions for Next Meeting –

The meeting was being recorded and was adjourned at 4:45pm by Co-Chair Linda Trouville.

Minutes Approved by:

Eric Jackson, Co-Chairman

Monique Verville, Trustees

Linda Trouville, Co-Chairman

Absent
James Nolan, Trustees

Gretchen Mayall, Trustees