

**M. G. Parker Memorial Library
Board of Library Trustees
Meeting Minutes
June 17, 2020**

This meeting was 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.

The meeting was called to order at 4:04 p.m.

In Attendance: Library Director Nanci Hill, Chair: Linda Trouville and Vice-Chair: Eric Jackson, Trustees: Gretchen Mayall and Monique Verville, James Nolan was absent, additionally Community member John Dyer was in attendance

Community Input - None

Review of the minutes – Minutes from May 13, 2020. A motion to accept the minutes as presented was made by Eric Jackson and seconded by Monique Verville. A verbal vote was taken. The motion passed unanimously.

The results of the vote were as follows:

Monique Verville - Yes
Eric Jackson – Yes
Gretchen Mayall – Yes
Linda Trouville – Yes

Review of Bills and Payroll- The Board reviewed the bills from the week of May 14,2020 through the week of June 11, 2020, and the payroll from the week of May 11, 2020 through the week of June 6, 2020. There was nothing unusual to report. A motion to accept the bills and payroll as presented was made by Monique Verville, and seconded by Gretchen Mayall. A verbal vote was taken. The motion passed unanimously.

The results of the vote were as follows:

Monique Verville - Yes
Eric Jackson – Yes
Gretchen Mayall – Yes
Linda Trouville – Yes

Budget and Financial Report - Addendum Attached – Discussion regarding the shortfall in the town which leave us with a cut to the FY2021 budget of about 15%.

Performance Overview - Addendum Attached – Electronic circulation is up again this month. The Director is hoping that Curbside Pickup will increase our circulation numbers for next month.

Directors Report - Addendum Attached –

- Discussion regarding returning staff and those staff members who are on FFCRA Leave. One part-time staffer is back to work this week. Our full-time staff member is back for twelve hours per week.
- Discussion regarding Curbside Pick-Up. Eric Jackson and Gretchen Mayall spoke about their personal experiences with the service.
- Discussion regarding Reopening Plan - Phase 2. Staff will give patrons direction and patrons will be required to wear a mask, if they won't wear a mask staff can deny entrance. Fines will be reinstated after July 8th. Once we open, curbside pickup will continue to be available.
- Discussion regarding Friends Jewelry fundraiser.
- Nanci explained that MVLIC is offering monthly billing for our dues, which the town has opted for. This was discussed with the Town Manager.
- Monique asked when the people can start signing up for the library's SUMMER READING programs. The start date for all programs is July 1st.

Unfinished or Continuing Business -

- Recommendation Regarding Senior Reference Librarian Position: A motion was made by Eric Jackson to recommend the change of Job Title and Job Description to the Town Manager from Senior Reference Librarian to Assistant Director/ Head of Reference. The motion was seconded by Gretchen Mayall. A verbal vote was taken.

The results of the vote were as follows:

Monique Verville - Yes

Eric Jackson – Yes

Gretchen Mayall – Yes

Linda Trouville – Yes

Nanci will draft a letter from the Board regarding this request, to be approved and signed by Linda Trouville, and sent on to the Town Manager.

New Business –

- Budget updates – The Town Manager presented the Library Budget to the Board of Selectman for our Budget beginning July 1, 2020. The Board of Selectman accepted the budget which included the elimination of three part-time student pages. The Town Manager has also given the library go ahead to order July, 1, 2020 (FY21) library titles.
- Opening Phase – Update
- Discussion on Library's Response to Diversity. The library is always actively vigilant about keeping up with diversity.

Nanci Presented a Virtual Programming Grant which she applied for through the Grant Cares Act. The Mass. Board of Library Commissioners received funds to support educational Virtual Programming. Nanci submitted our application totaling \$3400.00. A list of the programming follows:

- Alchemy Laboratory
- Scratch Coding/Python Coding
- Yoga with Checka
- Making a Mystery with Sisters in Crime!

- From Absence to Ellen: A Survey of LGBT Representation in the Mass Media
- Jungle Talk – The Amazon Basin
- Memoir Writing: Sharing That Story of Yours
- The Princess Company
- Didgeridoo Down Under Show
- Music & More from Down Under & Beyond
- Deeds Not Words: Celebrating 100 Years of Women’s Suffrage – a Quilt Exhibition
- New England Aquarium Programs Fur Seals and California Sea Lions and Giant Tank Experience
- Imagine Your Story Once Upon a Fairy Tale/ Folktale Superheroes
- Teen Yoga

Next Meeting – July 15, 2020

Suggestions for Next Meeting – None

Hearing no objections Linda Trouville adjourned the meeting at 5:06pm

The results of the vote were as follows:

Monique Verville - Yes
 Eric Jackson – Yes
 Gretchen Mayall – Yes
 Linda Trouville – Yes

Minutes Approved by:

 Eric Jackson, Co-Chairman

 Monique Verville, Trustee

 Linda Trouville, Co-Chairman

 Absent
 James Nolan, Trustee

 Gretchen Mayall, Trustee