

Library Trustees

Attendance: Jane Francis, Tricia Depietro, Rocco Ciccarello, Nicole Langley, Sue Fixman, Kathryn Fitzgerald

Staff: Bruce and Angela

1. 7:02 Call to Order

2. Vote on Mask / COVID Health Policy

As of May 29, 2021 the State of MA is lifting mask mandates. Town officials are discussing lifting (not enforcing) the town mandates. Health Department is recommending until June 15th, at least keep policies in effect. Chair is recommending a sign that says "Masks recommended for the safety of our children and patrons who can not be vaccinated," with the understanding that the staff do not have to "police" or turn away patrons. Town hall is relaxing their policy.

3. Report on Staffing in the Library

Jane and Jessi: Meeting was held on Thursday 5/20

Nicole and Jessi discussed some of the trickle down effects of changes that were made over the years, full time positions that were trimmed and broken up.

*Take a look at comp time for Saturdays, needs to be eliminated. There should be staff who will cover Saturdays.

Return to full hours on June 1. Junior Room hours to 7pm, Monday morning earlier open hours. Mon Tues Thurs 10-7 (Junior Room). Appointments are no longer needed, and capacity limits will be lifted. No Saturdays through summer. Tricia asking why we can't open for Saturdays through the summer? *Reason for closing, very low demand. Full Time staff who work Saturdays earned comp time, part-time staff. Number of Staff needed 5 for a Saturday (10-2)

*Staffing for Saturdays in June. Nicole will work out the staffing.

Motion to be open Saturdays in June: Sue second by Kathryn, Unanimous.

4. Report on Strategic Planning

Katherine, and Sue: Nicole will recruit for full committee. Discussion about the number of members. Nicole contacted the Mass Library Association, consultation with a representative in June.

5. Report on Building Inspection

Tricia and Rocco: Building Evolution Company in Sutton, sent a report from another inspection they had done to Nicole. Thorough, and detailed, included predictions for future costs.. Walk-through planned with Brian McNeil and town officials. Costly endeavor.

6. Report on Budget

Rocco, Nicole and Town Administrator Dennis Sheehan. State Relief money still pending response from State Rep Day. Hope is to use those funds for the Assistant Director position. Rocco talked with Dennis about the library possibly using some of the State Aid to help fund the AD position.

7. Furniture and Item Disposal and Funds for Dumpster

Library needs to clean out some furniture and “junk”. DPW is understaffed, and can’t accommodate right now. Request for a dumpster to dispose of the items. “Got Junk” \$400-600. Use State Aid. Motion: Sue Fixman, second by Kathryn.

Meeting Room: needs cleaning out. Nicole is working on recovering some chairs, and other furniture that there isn’t space for throughout the library. Might need to move it out soon.

8. New / Other Business

Jane: Is the meeting room being used for storage?

Nicole: Yes. Kid chairs, benches, large chairs. Moved to accommodate social distance requirements. Some will go back into the library, other things will be disposed of.

Glass for the top of the table in the meeting room.

9. Next Meeting

June 14th 7pm, Virtual

10.7:52 Adjournment

Motion to adjourn: Sue, Second Kathryn