Library Trustees Meeting January 10, 2022 7pm

Remote

Attendance: Rocco Ciccarello, Kathryn Fitzgerald, Jane Francis, Sue Fixman, Tricia DiPietro, Nicole Langley, Jessica Killilea

7:00: Call to Order

 Approval of December Minutes:

Statistics Report

 Usage of services and website are up from last month

 4-30% increase

-Tricia would like the ancestry statistic, clarified. Appears there has been an uptick in use.

-Gaming: Matt would like to have an in person program. He is familiarizing himself with equipment

-Sue motion to accept stat report, Jane second, unanimously passed

7:15 Financial report

 -Nothing used from donations and trusts.

-State Aid is not accurate; Town hall personnel are shorthanded. Nicole will update for next month

-Most spending has been nonfiction books for Junior room, Rachel is reorganizing and restructuring the area.

7:16 PT Library Tech, Tammy Huang, 17.5 hour position. She has been working on the Circ Desk 7 hours a week. That position has been posted.

 Jane motion to approve the appointment of Tammy, Second by Sue, unanimously passes

7:20 Building updates Facility assessment, and capital projects.

-Inspection summary completed, full report should be done soon. The Capital committee met last week. Without the report, Nicole didn’t feel comfortable attending.

-Ceiling is crumbing worse. Roof is leaking. Heat in the Junior Room is a concern with the old windows, tends to be 5-10 degrees colder than other spaces of the library.

-Tricia would like to propose that when the report comes in, we as Trustees should label what is the Town's responsibility and what is the Trustees’ responsibility. Rocco agrees that this should be evaluated. Assistant Director can look into grants that might be available, this can be noted when presented to the Town.

7:28 Covid updates: masks required in the building. Signs are up and supplies are on hand.

-Rapid Tests: Nicole received information about rapid tests kits that would be made available for libraries. Debbie has a login to the system, but it is not an easy process. -Nicole asked Town Departments if there are plans for the Town to distribute. The Town at this time didn’t have plans to distribute tests. Prioritizing first responders.

-One full time staff member is waiting a week to be tested. 1part time staff member was out today, because of a household member who tested positive.

 -Masks will be worn inside the library until further notice, per order of the Trustees.

7:34 Budget updates: Nicole is still waiting to have a meeting with Dennis. Wed at 9, Nicole, Tricia, and Rocco will meet with Dennis

7:37 New business:

-Snow day, Nicole is on the list to get a call from the town. The hope had been to make the decision early. Nicole would like to decide based on Schools and Town Hall. -Decision was made early enough to have signs up on the front door. Roads were pretty bad until Friday afternoon. Rocco feels the same, see what the town and schools decide. -With the snow removal schedule, the Library is lower on the list. Chair or Vice chair can make the call.

-Remote meeting law was extended to April 1, 2022.

-Nicole wants to add that staff have been really great, despite unknowns of covid and other call-ins.

Next meeting Feb 14

7:46 Sue motion to adjourn, second Kathryn. Voted unanimously.