

Minutes for March 16, 2021
Remote Meeting of Board of Trustees
Medfield Memorial Public Library

Posted in accordance with the provisions of MGL Chapter 39 Section 23A, as amended Due to the COVID-19 emergency, this meeting will take place remotely. Medfield Public Library is closed to the public. Members of the public who wish to view or listen to the meeting may do so by joining via the web, or a conference call.

To join online, use this link: <https://medfieldnet.zoom.us/j/83725168479?pwd=VUZtSUNhbmFlcWp1SjBxcERuYzFxdz09> Password: 850739

To join through a conference call, dial 929-436-2866 or 312-626-6799 or 253-215-8782 or 301-715-8592 or 346-248-7799 or 669-900-6833. Enter the Webinar ID: 837 2516 8479 Password: 850739

Attendees: Jenny Shaw Cronin, Lauren Feeney, Maura McNicholas, Deb Merriam, Jean Todesca, Phil Tuths; Library Director Pam Gardner, Zoom Facilitator Nick Milano.

Jean called the meeting to order at 5:05 pm. She read Governor Baker's order on the open meeting law and reminded the trustees that all votes will be roll call votes (A=Aye; N=Nay).

Approval of Minutes: Motion made to approve the corrected February 16, 2021 minutes. Motion: D. Merriam; Second: J. Cronin; Roll Call: J. Shaw Cronin A, L. Feeney A, M. McNicholas A, D. Merriam A, J. Todesca A, P. Tuths A; Unanimous vote.

Friends' report: Jenny reported that the Friends are in good financial standing. Although fewer people have joined the Friends, membership donations have been generally higher. Creative Writing Award submissions are being judged. There are fewer submissions this year, most likely due to the pandemic. The Bookstore will begin accepting donations and reopen when the library reopens to the public. The summer reading program will again be funded by the Friends. Their annual meeting will take place in May.

Staff reports:

Summer Reading Program: The program, Tales and Tails, funded by the Friends of the Library, will be a team effort involving programs and projects to engage children, teens and adults.

Adult Services: Recent programs have received great reviews from attendees. Take & Make projects continue to be popular. Select Makerspace materials will soon circulate.

Children's Room: Story times Take and Make and passive programs continue to engage patrons.

Teen Services: More teens are participating in the variety of programs offered. The Medfield Together activity was very successful

Circulation: Additional "Themed Library Bags" have been assembled. The Unusual Items collection is more user and librarian friendly. The seed library is ready for planting season to begin!

Director's report:

FY21 Budget: This year's budget is on track. The state aid waiver has been approved and funds should arrive soon.

FY22 Budget: No firm figures on next year's budget have been released.

Projects: Pam updated the board on the refurbishment of the lower level. She also gave details on the updated copier agreement.

Motion: Purchase 3 book carts and fund the installation of a new people counter, amount is not to exceed \$5000 and funded from state aid. Motion: L. Feeney; Second: D. Merriam; Roll Call: J. Shaw Cronin A, L. Feeney A, M. McNicholas A, D. Merriam A, J. Todesca A, P. Tuths A; Unanimous vote.

COVID-19 Operations: If COVID-19 health numbers remain stable the Library plans to reopen March 29, 2021. The same layout and format that was used for the last reopening will be used. Contactless pick up will be Monday, Tuesday, Thursday, Friday, and Saturday from 11 to 1. The first floor of the library, with a limit on the number of patrons in the building, will be Monday, Tuesday, Thursday, Friday from 2-6 and Saturday from 1-5.

Other Business: The Trustees and Pam thanked retiring trustees Jean Todesca and Maura McNicholas for their dedication and service to the Library.

Date of Next Meeting: The next regular trustee meeting is Tuesday, April 13, 2021 at 5:00pm via Zoom.

Adjourn: Motion to adjourn the meeting at 6:12 pm. Motion: M. McNicholas ; Second J. Todesca; Roll Call: J. Shaw Cronin A, L. Feeney A, M. McNicholas A, D. Merriam A, J. Todesca A, P. Tuths A; Unanimous vote.

Respectfully submitted,

Maura McNicholas