

Submitted by: Laura Howard

Present: Library Board: Carol Bird, Chair, Amy Bartelloni, Vice Chair,
Laura Howard, Secretary, Nicole Buckley
Library Staff: Bernadette Rivard, Director

Location: Remote Zoom meeting
Date: July 9, 2020

Next meeting: August 13, 2020

Meeting called to order at 7:09 pm by chair Carol Bird after the reading of a COVID statement in accordance with the governor's executive order for virtual meetings.

Nicole Buckley made a motion to approve meeting minutes from June, 2020, seconded by Amy Bartelloni. All in favor.

Review of financial report as shown in meeting agenda and documents.

Library service currently functioning with curbside service, transitioning to a grab and go model with a limit of people in the building at a time. Maximum number of people is 14 but we are looking to cap at 10. Discussion of transition open date. Decision for August 3rd with times of 11-3. Possibility for soft open if ready.

First reading of Mask/Face Covering policy as read by Bernadette Rivard.

Motion to adopt by Laura Howard, second by Amy Bartelloni. All in favor.

Discussed continuation of contracts for professional staff for one calendar year. Trustees will sign by appointment.

Motion made by Laura Howard for professional staff to carryover vacation days unused in this year, seconded by Nicole Buckley. All in favor

Bernadette to follow up with HR to seek language for limiting further carryover to two weeks (10 days).

Review of budget for FY2020. All spending was on track.

Board of Trustees to accept new appointment for Trustee at August meeting as put forth by the Board of Selectmen. One nomination has been made.

Discussion of update to meeting room policy (first reading) **Motion made by Carol Bird seconded by Nicole Buckley. All in favor.** Board decided to not open library parking lot for public meetings. Will in future open meeting rooms for town meetings with a limit of 10 people.

Update to Children in the library policy for the duration of the Covid-19 pandemic. This temporary policy is outlined in the meeting materials. **Motion made by Carol Bird, seconded by Nicole Buckley. All in favor.**

Meeting adjourned by Carol Bird, Chair at 7:51pm