

East Bridgewater Library Trustees Meeting

July 21, 2020

Regular meeting called to order at 7:06pm. Board members in attendance were:

Brenda Conca, Anne Marek, Cat Lea Holbrook, Sandra Ockers, Russ Hannagan and Director, Christopher McGee.

Members absent: Susan Murray

Bills were signed. A motion to accept the scribes report for June was made by Sandra Ockers and seconded by Russ Hannagan.

- **Motion passed**

Director's report-

- Stats: The library is now open to walk-in patrons and serving approximately 150 people per day. All health and safety guidelines are being followed. Some patrons continue to utilize curbside pick-up. Currently the hours of operation are as follows:
 - 9-11 Seniors/health issues
 - 11-3 Everyone
 - 3-4 Curbside
 - 4-5 Cleaning
- Building closes at 3pm. Saturday, library service is curbside only. Monday and Tuesday night hours are curbside only at this time. East Bridgewater Library is the only library in the area open at this time.
- The staff has been staggered in June and most of July to reduce the number of people in the building. This will end at the end of July as services increase and some employees are on vacation. Appropriate social distancing will continue.
- Staff evaluations are starting to be written. Our library staff is always excellent but during the pandemic, they have gone far above and beyond.
- Budget: FY20 budget figures are being finalized and FY21 Operational budget is being prepared.
- Facilities: There was another roof leak in non-fiction. The condition of the roof is an ongoing problem and will need to be addressed if the library renovation does not move forward. A new problem is the phone system which may have been stressed beyond its capacity. Director, Christopher McGee is working with the Town IT Department to see if the library can be connected to the Town's system.
- Programs: The summer reading program is underway and will include games and raffles. The library also hosted a graphic writing novel children's program via Zoom. Additional virtual programming is being considered.
- A motion to accept the Director's report was made by Russ Hannagan and seconded by Brenda Conca.
- **Motion passed**

Old Business-

- Director, Christopher McGee's new contract was discussed. His surname on the contract will be changed to "McGhee". Motion to accept the Director's new contract was made by Brenda Conca and seconded by Sandra Ockers. Contract will be forwarded to the Town Selectmen for their August meeting.
 - **Motion passed**

New Business-

There is Covid 19 money available to make purchases for the safe operation of the library. Ideas for funding request include 2 additional laptop computers for public use (help with social distancing), additional automatic hand sanitizer stations, extra masks and wireless printing were a few of the suggestions.

Meeting adjourned 8:36pm.

Anne Marek, Trustee

Next meeting August 18, 2020 at 7:00pm