

Board of Trustees, 03/09/2021

Committee: Greenfield Public Library Board of Trustees

Place: Virtually

Date: March 9, 2021

Posted Meeting Time: 5:00pm

Call to Order: Doris Cowdrey called the meeting to order at 5:00pm

Chairperson's statement: This meeting is not being recorded by the Library Board of Trustees. If any other persons present are recording this meeting, they must notify the chairperson at this time.

Roll Call: Bill Benson, Ed Berlin, Jonathan Cohen-Gorczyca, Doris Cowdrey, Samantha Wood

Other: Ellen Boyer (Director), Lisa Prolman (Ass't Director), Paul Jablon

Public: Bob Williford

- Changes/Additions to the Agenda: none
- Public Comment: none
- Approval of minutes from February meeting

MOTION: On a motion by Jonathan seconded by Ed, it was unanimously

VOTED: To accept the February meeting minutes with corrections

- Friends Report
 - Not a lot going on right now
 - trying to figure out if the spelling bee can happen virtually
 - continuing to give gifts to the librarians once a month
 - FB presence with what books people are reading
 - Otherwise, in a holding pattern
- New Business -- none
- Old Business and Committee Reports
 - Update on current limited library services and next steps
 - After last Trustees meeting, Ellen reached out to Mayor who said she would make the call about when the library reopens
 - City Hall is reopening on March 15 and would like other facing departments to do the same
 - not feasible for us as we are down 3 FT positions, one of which will not be filled as well as all our PT positions
 - hiring process to fill the Children's Room position is in the works; interviews are next week
 - entry-level position has been posted on Indeed; 23 applications so far, very few of whom have the experience we seek

- Staff is volunteering at the city COVID clinics; 4 hour shifts; if staff volunteers for 3 shifts, they will get their shots; Staff should be vaccinated by the end of April so mid-May for safety; not all staff are working the clinic -- it is volunteer -- nor are they being pressured to get the vaccine
- Looking at a phased opening: the first week in May for 2 day opening (along with doorside pickup), 3 days in June (adding Saturday hours), 6 days in July (phasing out doorside pickup), and regular 51 hour schedule in September, but this must be run by the Mayor; we will put together a plan and share it with her
- We are still providing services and programs, just in a different format
- CWMARS directors have started a conversation about quarantining materials
 - we currently are quarantining for 1 week; this holds all materials, especially new materials for a long time
 - research now indicates that transmission via objects is not the issue; masks are still recommended
 - conversation with staff was to stop quarantining altogether
 - FRCOG is recommending a 24 hour quarantine, which would put materials back into circulation more quickly, this will be our recommendation
- Building Committee
 - We got the 75% estimates; they were a little high, about \$190,000 over for a \$19.5million dollar project. We need to see how the bids come in
 - Bids will be received by the end of March, awarded by April; we will then get our building permit and be ready to break ground by July 1
 - Formal groundbreaking will happen July 1; may be a good time to put signage up
 - There will be a base bid and alternates -- 3 sets -- which gives us more flexibility. The upshot is we may have to cut back on our landscaping.
 - one area to cut back is on the benches on the back patio
 - there is a discussion going on with the artisan's committee about redesigning the benches; funding is still an issue; possibly see if we can get it funded outside of the building process
 - discussion on whether or not it would be possible to find someone to sponsor them; committee would like assurances of funding before finding someone to make them
 - question if it is possible for the Friends or Trustees to donate towards this; will need to have a discussion with the Foundation to make that determination; question about naming rights for the benches

- Prequalification process -- there were 90 or so subcontractors and 13 main contractors; only 1 elevator contractor was eligible, so this may have to be reposted.
- Foundation
 - Asking trustees to host Zoom meetings and invite their friends
 - Practice sessions on March 18 at 11am and 6pm; feedback is desired
 - Wanted to start community phase in March, but waiting until there is something more concrete to show people, like the sign that will be in front of the building
 - Currently at \$1.7million with some new, significant donations being worked on
- Fire Station
 - Bids for everything but the apparatus structures will be in at the end of May; apparatus bay bids are in now and appear to be within budget
 - Dan is staying in contact with the OPM for the FS
 - There is a possibility that we will need an extension, depending on how the project goes, but most likely only until mid-July rather than September
- Director's Report
 - We were approved for our waiver from the MBLC
 - Still our goal to get Greenfield not to need a waiver
 - Discussions have been ongoing with the Mayor

MOTION: On a motion by Jonathan seconded by Bill, it was unanimously

VOTED: To adjourn the meeting

Meeting ended at 5:50pm.