

Board of Trustees, 04/13/2021

Committee: Greenfield Public Library Board of Trustees

Place: Virtually

Date: April 13, 2021

Posted Meeting Time: 5:00pm

Call to Order: Doris Cowdrey called the meeting to order at 5:15pm

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, Doris Cowdrey, Joseph Ruggeri, Samantha Wood

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

Public: Bob Williford, Becky George

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

MOTION: On a motion by Bill seconded by Sam, it was

VOTED: To accept the March meeting minutes with one abstention

- Friends Report
 - Still on hold
 - Not having the Spelling Bee. Too complicated to get it online -- would take 2-3 months
 - Voted to give Ellen more money from funds to run program
 - Still making gifts for staff
 - Working on revamping website
 - Have done a special mailing for the Foundation
 - Newsletter runs library events in great detail
- New Business
 - Bequest from the estate of Corrine E. Dugas
 - Stobierski and Connor is handling estate; Alison Bourbeau is managing the estate
 - Corrine left us \$1,000 to be used as we want
 - Won't get money until the end of the year as it will come from property that needs to be sold
 - Discussion of what to do with the bequest
 - idea to put money in library general fund as it is a small amount
 - don't have to make any decisions now based on when we will get funds; will discuss when money is received

- Landscaping in front of the library
 - Nicola Shipman, an associate of the FGPL, is in the Garden Club. They are offering to take over maintenance of the gardens in front of the building
 - Library customers have started asking what we are doing to replace the shrubs that were very obviously removed from the front of the building to make our doorside pickup door easier to see; Trustees have jurisdiction over the grounds
 - Discussion of options -- mulch over the beds, plant grass seed, crushed stone
 - Garden Club is looking to maintain only the garden beds, not the area in front of the library where the shrubs are
 - How will we handle the grounds for the next two years given that we are moving? How much to invest in this maintenance?
 - In the past we have hired the correctional crew to do a spring and fall cleanup; suggest allowing Garden Club to maintain garden
 - Decision to express appreciation to Garden Club and acceptance of their offer
 - Will look into options for front of library where shrubs were and discuss next month
 - Looking at getting two tents to expand our Laptops on the Lawn program so that staff doesn't have to put the tent up and take it down each day; also looking at getting picnic tables to use; discussion of what to do with folks who need ADA compliant tables
- Old Business and Committee Reports
 - Update on current limited library services and next steps
 - Mayor has approved our plan to open for limited browsing -- 8 hours per week, Tuesday and Thursday to coincide with our doorside pickup hours
 - June will add Saturdays during doorside pickup
 - July will be open 6 days a week during doorside pickup
 - Originally we were looking at September to our full 51 hours, but the Mayor would like us to do this in August; will look at COVID cases
 - Still required to do contact tracing, so we will have people scan their library cards into a laptop using a spreadsheet Lisa has created; should be quicker and more private than the index cards we were using
 - We are looking forward to getting back to some sort of normal
 - Mayor has decreed that as of June 7, all work from home will stop; Ellen will meet with her to discuss our virtual programming to see if that can be exempted as well as meetings; will ask for clarification
 - Building Committee
 - Dan Pallotta thinks we will be able to go out to bid in a couple of weeks
 - Co-chair, Tim Farrell is now assuming the role of running meetings and overseeing the project as the construction phase is beginning.
 - Things are mostly on schedule.

- Foundation
 - There is a light at the end of the tunnel
 - Great article out about honorary chairs
 - Website has been updated
 - Foundation is now in full swing on the Community Campaign
 - Have started Zoom events to approach donors; if anyone wants to join in on an event, contact Rachel at the Foundation
 - Several are coming up in the near future
 - Two new board members starting who have different perspectives
- Fire Station
 - There is a bit of a delay with the temporary Fire Station, but we are working with it
- Director's Report
 - Ellen Lavoie started today as our new Children's Librarian;
 - she came highly praised by her previous director
 - today she was phenomenal
 - her focus will be on early child literacy
 - We have interviewed and picked out two part-time people who will start, one who will be scheduled to work with Ellen
 - With Francesca's move to Teen Librarian, Jeremiah Rood is taking over as Assistant Head of Borrower Services, and we have hired Delia Lavigne to take over as the Library Assistant in charge of holds. Delia comes to us with an MLS and extensive customer service from Staples
 - Friends book sale area is now empty of books
 - We are offering the space to the FD to store materials they do not want to transport to their temporary station
 - There is a proposal in front of Congress right now call Build American Libraries; if voted in, monies will go to state commissions (MBLC); MBLC will use them for one-time expenses, but not for ongoing building projects
 - we probably will not see any money unless it comes after the library is built
 - staff cannot handle a complicated federal grant during construction, and we may not be eligible due to our current grant

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

VOTED: To adjourn the meeting

Meeting ended at 6:09pm.