

## Board of Trustees, 11/9/2021

**Committee:** Greenfield Public Library Board of Trustees

**Place:** Virtually

**Date:** November 9, 2021

**Posted Meeting Time:** 5:00pm

Call to Order: Doris Cowdrey called the meeting to order at 5:02pm

**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, Jonathan Cohen-Gorczyca, Doris Cowdrey, Joseph Ruggeri, Sam Wood

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

**Public:** Bob Williford

- Changes/Additions to the Agenda
  - Hotspot policy
- Public Comment
  - none
- Approval of minutes from October Meeting

**MOTION:** On a motion by Jonathan Cohen-Gorczyca seconded by Bill Benson, it was unanimously

**VOTED:** To accept the October meeting minutes

- Friends Report
  - still looking to sell more raffle tickets
  - board members have volunteered to sell tickets themselves
  - announcement that Nancy Buchanan passed away; long time member of the board
- New Business
  - Approval of FY23 Action Plan
    - based on our strategic plan
      - our plan expired in 2020; we do not have to do a new one while in construction mode
      - MBLC recommends waiting until moving into a new building before writing a new one to cover 3-5 years; 6-12 months
    - every year we have to tell MBLC what we will be doing next year

**MOTION:** On a motion by Sam Wood seconded by Jonathan Cohen-Gorczyca, it was unanimously

**VOTED:** To accept the FY23 Action Plan

- Old Business and Committee Reports
  - Building Committee
    - FFE has been visiting libraries to look at furniture and fixtures for durability, comfort, and style

- Staff has visited most of these libraries before, but it is interesting to see additional input
- we will be working with our architect on the design and color palette
- Additional members of the committee are Barabara Polowy -- retired from Smith and Amy Moscaritolo who also has experience with buildings
- Today's construction meeting
  - abatement should be finished tomorrow; taking longer than hoped
  - need clearance from city's health director to demolish; also permits from Mark Snow for demolition and building
  - next week the sidewalk on the side of the children's room will be closed for the duration of the project
    - necessary for new water lines to current building
    - we found out about this today
    - will make access to the children's room a little more difficult
  - demolition and excavation will happen simultaneously as the weather is getting less cooperative; not the construction company's first choice, but necessary
- New Fire Station committee is saying it should be up in 22 months
- Foundation
  - Initial talk of having a variety show fundraiser, but COVID protocols made it difficult with timing, so now working on the the National Day of Giving with promo spots from local celebrities
  - Things are moving in the direction that was hoped in terms of donations
- Lending Policy and User Agreement for Hot Spots
  - Discussion of agreement and costs

**MOTION:** On a motion by Jonathan Cohen-Gorczyca seconded by Sam Wood, it was unanimously **VOTED:** To continue the pilot program until the policy can be formally voted on

- Director's Report
  - Newspaper article about Francesca being selected as a National PLIX advisor
    - we will be getting AV equipment to use in the library to promote STEM and STEAM learning
    - Brief discussion on sale of Leavitt-Hovey house
      - RFP is public
      - potential respondents have been offered the opportunity to tour the building; so far there are two
        - local realtor
        - Boston based architectural firm
      - we will not know until next Friday who have responded to the RFP
    - Usage is still down
    - People have figured out a way around the front door being closed
    - Some concern about dealing with the sidewalk being closed
      - mostly it is an inconvenience, just as we do not have a location for story time, but for 18 months until new building is opened

- signage will be going up as will information on Facebook and on constant contact
- Question about back door accessibility
  - door will be open but will be very inconvenient to get to
- will be doing more publicity about the 15 minute parking spaces and car-side service during construction
- Questions and discussion about 15 minute parking spaces
- Question about staff contracts
  - management contract has been settled (only covers Lisa)
  - library staff contract is still up in the air and may be sent to arbitration
  - many library expenses are paid by other departments
    - HR covers benefits
    - Energy covers utilities
    - city employees have state retirement benefits rather than social security
- Discussion about disorderly patrons and mask issues and signage requesting people act respectfully toward staff

**MOTION:** On a motion by Jonathan Cohen-Gorczyca seconded by Sam Wood, it was unanimously

**VOTED:** To adjourn the meeting

*Meeting ended at 5:53pm.*