

LIBRARY TRUSTEES' MEETING

July 20, 2020

PRESENT

Kathleen Norton, Martin Isaks, Cindy Jury, Natalie Ducharme. Kathleen Norton called the meeting to order at 5:33 PM.

MINUTES

On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted unanimously to accept the public meeting minutes for June 8, 2020. On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted unanimously to accept the non-public meeting minutes for June 8, 2020.

TREASURER'S REPORT

Ms. Ducharme reported the current balances of the Trustees' accounts. On a motion by Martin Isaks, seconded by Cindy Jury, the Trustees voted unanimously to accept the Treasurer's report

OLD BUSINESS

The first order of Old Business was curbside pickup and returns

Ms. Ducharme reported the first month of curbside pickup went well. Customers are pleased and the process is running smoothly.

The second order of Old Business was Salemfest

Ms. Ducharme responded to the Salemfest committee that the library would not participate in Salemfest this year.

The third order of Old Business was the childrens position

Ms. Ducharme with 2 staff members interviewed candidates via Zoom. Finalists were asked to create and present a preschool story time via Zoom for Ms. Ducharme and the Head of User Services. The finalists were invited to the library for a social distancing final interview. Katelyn White was selected for the Childrens Assistant position.

The fourth order of Old Business was Reopening to the public

The trustees discussed at length the reopening plan presented by Ms. Ducharme. The plan incorporated guidelines from Salem's Health Officer, Brian Lockhart and Assistant Fire Chief, Jeff Emanuelson. On a motion by Cindy Jury, seconded by Martin Isaks, the Trustees voted unanimously to accept the reopening plan.

The Fifth order of Old Business was the 2021 budget

Ms. Ducharme reported that she is working on comparisons from previous years and creating projections to include costs for COVID-19 cleaning and quarantining expenses. She will bring the projected budget to the next meeting.

NEW BUSINESS

There was no new business

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DIRECTOR'S REPORT

The Trustees reviewed the printed report for June

TRUSTEE MATTERS

There were no Trustee Matters

PUBLIC MATTERS

There were no Public Matters

DATE AND TIME OF NEXT MEETING

The Trustees set the date and time for the next meeting:

-Monday, August 17th at 5:30PM via Zoom

ADJOURNMENT

The Trustees adjourned the meeting at 6:40 PM.