

HARWINTON PUBLIC LIBRARY

Minutes of the Library Board of Directors Meeting Monday, August 3, 2020

The meeting was called to order at 7:06 pm by Art. Members attending were Leslie, Carol, Betsy, Art, Jamie, Naomi, Patti and Mac. Also in attendance was Library Director Alice Freiler.

Public input: None.

Secretary's report:

- The report was not reviewed by all members. It will be reviewed and approved at the next meeting.

Treasurer's report:

- Note by Naomi that cell G57 shows an error. It should show the amount of \$55.11.
- Motion by Naomi to accept the Treasurer's report with the noted exception; unanimous.

Director's report:

- We have received bids on new shelving including installation and assembly. The Library Store has the lowest cost and Alice has found them to be the most responsive
- Alice has submitted a grant application to the Thomaston Savings bank for \$5000, to be used against the shelving
- Motion by Leslie to spend up to \$8500 on removable shelving at the Library Store; unanimous.
- Alice is going to forward a proposal to Mike Criss on the plan for reopening the Library. The items below are under consideration:
 - Preference is the day after Labor Day
 - Patrons to be allowed to enter by appointment only for 45 minute slots
 - Children's Library: Children will be allowed in. All toys and computers have been put away, beyond the reach of a child.
 - Restrooms: open 1 only and post the use guidelines prominently.
 - Public computers will be available for use by the public
 - Place more carts at the end of rows for patrons to place books in on completion rather than placing them back on the shelf.
 - Must review with Mike Criss the town policy on course of action when a patron refuses to wear a mask
 - Continue policy of no late fees or copy fees under \$1
 - Regular hours
- Motion by Leslie to produce 1 more saturation mailing regarding the new library work schedule at a cost of no more than \$750; unanimous.
- Motion by Leslie to accept the Director's Report as presented; unanimous.

Committee reports:

- Art: all art shows are rescheduled to next year
- Finance: no report
- Computer/Technology: no report
- Fundraising:
 - The 2020 fundraising appeal is under consideration
- Building / Property: no report
- Governance: no report
- Investments: no report
- Correspondence: no report
- Strategic planning: no report
- Other business: none

Motion by Leslie at 8:08 to adjourn; unanimous.

Next meeting: Monday, 9-14-2020 at 7:00 pm

Respectfully submitted,

Malcolm Beatty

RECEIVED FOR RECORD AT HARWINTON CT

ON 8-14-20 AT 11:00am

ATTEST TOWN CLERK

James Bryan