

Trustees Minutes

August 11, 2020

A **virtual** meeting of the Trustees of the Public Library was held on Tuesday, August 11, 2020 at 6:15 p.m.

Those virtually present were:

- Livingston
- Burstein
- Healy
- Chanyasukit
- Goldman
- Margolis
- Martin-Page
- Vanderkay
- Lohe (arrived 6:19)
- Axelrod (arrived 6:19)
- Jones (arrived 6:26)

Also virtually present: S. Slymon, Director; A. Reed, Assistant Director; E. Mitchell, Assistant Director for Technology; M. Gaffey, Assistant to the Director

**** All motions were taken by roll call vote.**

I. Comments from the Public

There were no public comments.

II. Approval of Minutes

M It was moved to approve the minutes from the June and July meetings. This motion was seconded and passed unanimously.

III. Secretary's Report

Correspondence: Correspondence from the Circulation Department - a thank-you note for the holiday party - which had been hidden in the back of the Trustees' mailbox - was shared.

IV. Library Director's Report

Circulation The circulation report was distributed.

Re-opening Discussion A letter from the Library's Department Heads in support of the Library buildings remaining closed was shared. It was reported that Dr. Jett supports the Library buildings remaining closed at least through August. The Brookline Public Schools have not yet settled on a plan for back to school. Trustees discussed patron appreciation for the current level of Library service, ongoing staff shortages, space limitations, and safety concerns around reopening the Library buildings to the public. Plans for moving away from requiring patron reservations to pick up materials were discussed.

The matter of reopening Library buildings will be discussed at the September meeting of the Board of Trustees; the buildings will remain closed to the public in the meantime.

The status of the Library's state certification was raised. The Director is going to have meetings about this in the near future. As long as patrons aren't allowed in the building, nothing is being held against the Library with regards to certification. The possibility of getting funding restored might help make up for the fact that the Library took a disproportionate cut to its budget compared to other Town departments.

The status of the request for extra money for the Putterham branch was raised. It was determined to have been pushed aside due to the pandemic, and never made it to Town Meeting.

The status of delivery of requested materials from other libraries was raised. Delivery started up again on July 6. The Minuteman System has 41 libraries, who are all trying to coordinate how they'll shut down if that becomes necessary again. Materials in delivery are delayed by quarantine and sometimes by staff shortages; it takes at least 10 days for items to move between Minuteman libraries right now.

The positive COVID-19 case at Town Hall last week was discussed.

V. Old and New Business

A Library staff member filed a complaint with the State Attorney General because the law requires that the Town provide a reopening plan for staff. That Town reopening plan has been put off since April. Library staff members have been back in the buildings for almost two months. The Town has announced that it will share a plan as soon as tomorrow.

The length of quarantine for returned library materials was discussed. It has been increased from three days to four days.

- M** The Town is going to replace the bathrooms at Putterham at the end of August. This will interfere with the election being held in the event room at Putterham. In order to create a one-way traffic flow for voters, voters will have to enter through the event room and exit through the library. Also, election staff will need access to the bathrooms in the library. The library needs to close to protect the staff. It was moved to close early at Putterham only on August 31 and to close the library completely to borrowing and staff on Tuesday, September 1. The motion was seconded and passed unanimously.

Patriot Act: The library has not been served with any court orders since the last meeting.

VI. Adjournment

M There being no further business to come before the meeting, upon motion duly made and seconded, it was unanimous:

Voted: To adjourn at 6:51 p.m.

A true record.

ATTEST



Koinonia I. Martin-Page

Secretary

2020