

A **virtual** meeting of the Trustees of the Public Library was held on Tuesday, July 14, 2020 at 6:15 p.m. Those virtually present were:

Axelrod	Goldman	Lohe	Vanderkay
Burstein	Healy (arrived 6:32)	Margolis	
Chanyasulkit	Livingston	Martin-Page	

Also virtually present: S. Slymon, Director; A. Reed, Assistant Director; and S. Quinn, Business Manager.

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

**I. Approval of Minutes**

A motion was made to approve the August minutes. This motion was seconded and passed unanimously.

**II. Library Director's Report**

**Circulation:** The circulation report was distributed.

**Financial:** The rolling annual financial report can be found at:

[https://docs.google.com/spreadsheets/d/1Pw6i\\_vFQmky8ZDoMMMRdV\\_z2xCEsElw9QhfQVI08RMY/edit#gid=1795794717](https://docs.google.com/spreadsheets/d/1Pw6i_vFQmky8ZDoMMMRdV_z2xCEsElw9QhfQVI08RMY/edit#gid=1795794717)

**This Month is Libraries:** The Director shared the following links:

<https://www.erienewsnow.com/story/42499002/the-university-of-oregon-is-covering-racist-murals-in-its-library-one-of-which-references-the-need-to-conserve-our-racial-heritage>

<https://www.latimes.com/entertainment-arts/books/story/2020-08-20/little-free-libraries-in-the-time-of-covid>

**Facilities:** Construction has begun on the Putterham Library bathrooms. The contractor anticipates it taking a couple of weeks. The project will make the bathrooms ADA compliant and hopefully more attractive. There were some poll-workers misbehaving at the Putterham Branch during the September election. The Director will meet with the Town Clerk to discuss it. The custodians have been super busy around all three libraries. For example, Felix Pena built Stick Libraries for the dogs of Brookline! You can see an example of a Stick Library here: <https://mymodernmet.com/dog-stick-library>. They have also built the cabinet for the Tool Library at Coolidge Corner, painted and refinished many book trucks, and repainted the walls and the floor of the graphics room. All of the books the Friends have stored in the old cafe have been pulled, and the walls there have been patched and painted in a lovely dove-grey. Lighting has also been added there. The Director will speak to Asst. Library Dir. For Technology, E. Mitchell, in regards to outdoor WiFi.

**Library Funding:** The Director has emailed M. Goff and J. Casanova Davis to start the conversation regarding restoring library funding. The Director has not yet heard back from them. The Advocacy Committee will meet later this week to discuss the next steps for reopening.

**Library Service:** On Monday, August 17, 2020 the library discontinued the appointment-based system of contactless pickup and started letting folks come whenever was convenient for them. A staff member asks their name, checks out their books on the spot, and, then, passes them across a table. The staff and patrons are delighted to see each other and mostly feel like the new system is working better for everyone. Staff are now able to serve approximately 500 patrons a day compared to 120 patrons. All COVID safety protocols are being observed. As it was difficult creating enough work to justify allowing the full-time library assistants (FTLA) to work from home, beginning on August 31, 2020, almost all FTLA's will be reporting full-time to Brookline Village. At that point, Brookline Village will be almost 100% "working in the library" (WIL), and Coolidge Corner and Putterham will continue to do a WIL/Work From Home rotation. The prime goal of this initiative was defensive. The Director needs to be able to document that all library workers have been producing consistently, should she need to defend against further budget cuts. The Director distributed a letter that will be distributed to library patrons informing them of the latest updates. The quarantining of library materials has been increased from four days to seven days.

**Grants:** Caroline Richardson and Ricky Sirois applied for, and won, a Kitchings Family Foundation grant in the amount of \$5,000 to make improvements to the Coolidge Corner Children's Room.

**Personnel:** Hayley Robertson has resigned to return to school. Hayley will be pursuing a graduate degree in Data Visualization. She will be missed. The Town authorized the Director to post the position.

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

III. **Committee Reports**

**Committee Assignments:** K. Martin-Page sent out an updated Trustee Committee Assignment list to the Board. If there is a committee that you would be interested in serving on, please let the Executive Committee know.

**Old/New Business**

**Letter from the Board of Library Trustees:** A letter drafted by the Library Advocacy Committee was distributed to the Board. This letter will be sent to the Town and Deputy Town Administrators.

IV. **Adjourn**

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

Voted: To adjourn at 7:47 p.m.

A true record.

ATTEST



Koinonia I. Martin-Page

Secretary

2020