

Trustees Minutes

November 10, 2020

A **virtual** meeting of the Trustees of the Public Library was held on Tuesday, November 10, 2020 at 6:15 p.m.

Those virtually present were:

- Axelrod
- Burstein
- Chanyasulkit
- Healy
- Livingston
- Lohe
- Margolis
- Martin-Page
- Vanderkay

Also virtually present: S. Slymon, 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 October meeting. This motion was seconded and passed unanimously.

III. Library Director's Report

The circulation report was distributed and discussed.

Dr. Jett anticipates Brookline moving to a yellow rating for COVID later in the week. The Library not allowing anyone into the buildings is still in line with what the rest of the Town is doing. Dr. Jett believes that the Library should not allow the public into the Library buildings at this time.

About 30% of the Library's part-time employees didn't return to work when recalled from furlough. While some of those positions will not be filled immediately, the Library is in the process of filling the others.

There was discussion of the Board of Trustees continuing to meet in a hybrid model even after COVID is over. Thanks was given to the Advocacy Committee for their work, which was effective in restoring about 10% of the Library budget, subject to Town Meeting approval. Waiver paperwork has been submitted for State Aid.

Reopening Discussion: Director Slymon recommends remaining closed to the public at this time. She has been working on a plan to let patrons into the building when the time comes.

M It was moved to approve that the Library buildings remain closed to the public as long as the Director, following the advice of Health Commissioner Dr. Swannie Jett, feels it's advisable to do so.

This motion was seconded and passed unanimously

6:43 - 6:45 Director Slymon lost connection to the meeting

In-person programming will not resume before patrons are allowed back in the Library buildings.

Some technology updates in the Library: Chromebooks were recently made available for patrons to check out. All staff with work-from-home shifts now have work laptops to support them in doing their work. Streaming kits have been sent home with library staff who host virtual events from home; these streaming kits were generously funded by the Brookline Library Foundation.

IV. Executive Committee Report

The Executive Committee is continuing to work on the Director's evaluation process and will meet again on November 18th to finalize the new digital format of the evaluation. The evaluation's digital format will allow for a contactless and virtual evaluation process. These safety measures are being taken in light of the pandemic.

V. Old and New Business

Trustee Search: The process and outreach for the trustee search were discussed. The Board would like to find places to advertise to attract a diverse array of candidates and discussed the same.

Trustees K. Livingston and C. Chanyasulkit will co-chair an ad hoc Trustee Search Committee for the search process through which they will prepare search documentation, organize interviews, and schedule a Joint Convention with the Select Board. Director Slymon will join the committee in an advisory capacity. The official announcement of the trustee vacancy will be shared with all board members, so they can help spread the word.

Proposal to close Libraries on December 26:

M It was moved to approve the closure of the Libraries on December 26th. This motion was seconded and passed unanimously.

Other business: There was a brief discussion of staff-appreciation initiatives, including alternatives for the staff appreciation party, which is normally held in January, and finding volunteers to record more Thankful Thursday videos for the staff.

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 7:24 p.m.

A true record.

ATTEST

A handwritten signature in black ink, appearing to read "Koinonia I. Martin-Page". The signature is written in a cursive, flowing style.

Koinonia I. Martin-Page

Secretary

2020