

**REPORT PRESENTED BY EMAIL
TO THE BOARD OF TRUSTEES
BY MARGARET MORRISSEY, DIRECTOR
MARCH 18, 2020**

Good Afternoon Board Members,

It is day 2 of being closed to the public and staff is working Monday through Friday 9 am to 5 pm and part time staff work their designated hours during that period.

The website has been updated with lots of free resources for the community to use, including how students can access an internet service (offered by Spectrum) if they have no WiFi.

<https://www.jacobedwardslibrary.org/services.htm>

The Town Manager came by yesterday morning and spoke with the staff on duty and updated us on developments.

Ashley Stevens has started 3/16 as the S-5 Circulation Assistant 30 h.p.w. We are back at a full staff now.

The small capital item \$3,000 has been removed from the budget.

As of now, the municipal appropriation is \$550,036.00 for FY2021

There is an increase in the books and materials line item of \$2,000 - making a total of \$42,000

There is a requirement that 15% of the municipal be spent on books and materials = \$82,505.40