

## *Jacob Edwards Library*

### **Minutes of October 27, 2020**

The Library Trustee meeting of October 27, 2020 began at 12:03 PM. The meeting was held online via GoToMeeting. Present at the meeting were Trustees Beth Cournoyer, Maureen Gullekson, Mel Blake, Robin Weber, Jim Dyer, Dick Whitney and Library Director Margaret Morrissey. Adult services librarian Stephanie Cyr was present and Tammie Darling was also present to record the minutes.

The minutes of the September 2020 meeting were read. Jim Dyer motioned to approve the minutes, Robin Weber seconded. So voted.

At this time, Margaret Morrissey updated the Trustees on curbside pickup and browsable service due to the coronavirus. The Library is now open Monday-Friday 9am to 5pm for in person browsing. Browsing is limited to 30 minutes, computer time is extended to one hour. Materials are quarantined for three days upon return and then wiped down with disinfectant. Cleaning continues with DPW, but additional cleaning service has been suspended at this time.

Financial Report - There was no financial report at this time. Margaret notified the Trustees that she has three vouchers for payment that she needs the Trustees to sign. Maureen Gullekson motioned that the Trustees give Jacob Edwards Library \$10,000 for books/materials. Robin Weber seconded. So voted.

Chairman's Report - There was no chairman's report at this time.

Old Business – Maureen Gullekson motioned to approve the Gift Policy. Jim Dyer seconded. So voted. Margaret stated that she presented the capital budget but no capital funding has been awarded. Repair on ceilings and copper gutters still need to be addressed.

Director's Report – Margaret discussed various maintenance/repairs by the DPW. Margaret discussed the possibility of rescheduling the programs that were awarded for 2020 by the Southbridge Cultural Council to 2021. The Library has subscribed to Brain Fuse for homework help and online learning.

New Business – An arborist from Opacum Land Trust viewed the Library property and is considering installing two trees on the Library property. Mel Blake motioned to approve up to \$200 for two wreaths for the Library from the Southbridge Garden Club, Robin Weber seconded. So voted.

Maureen Gullekson made a motion to adjourn, Mel Blake seconded. So voted. The meeting ended at 12:57 PM. The next meeting will be held on November 24, 2020 at 12:00 PM via online format.