

Freetown Board of Library Trustees

Minutes of Thursday April 16, 2020

7:00 pm.

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Ja Brown

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, sec. 18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Freetown Board of Library Trustees will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public can be found on the Town of Freetown's website, freetownma.gov. For this meeting. Members of the public who wish to view this meeting will be able to view the meeting via livestream, on freetown.gov. no in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. If we are unable to do so, despite best efforts, we will post on the Town's YouTube Channel an audio or video recording, transcript or other comprehensive record of proceedings as soon as possible after the meeting.

Call to Order: Chairperson Paul Sadeck called the meeting to order at 7:00 pm. Paul Sadeck is recording the meeting.

Present: Irene Ashley, Christine Paiva, Linda Fournier, Beverly Sadeck, Paul Sadeck and Dorothy Stanley-Ballard, Library Director.

Absent: Lucille Rosa

Payroll, Bills, Minutes and Reports:

Payroll: Payroll for February was reviewed -there were no questions.

Payroll for March was reviewed – there were no questions.

Bills: Bills for February were reviewed- there were no questions

Bills for March were reviewed – there were no questions

Minutes: The minutes of the February 20th meeting were reviewed. On a motion made by Irene Ashley and seconded by Linda Fournier the minutes were accepted. The motion passed. The minutes of the March 9th meeting were reviewed. On a motion made by Linda Fournier and seconded by Christine Paiva the minutes were accepted. The motion passed.

Report of Library Director:

Dorothy reported that the Massachusetts Board of Library Commissioners has issued us a second and final award for the total of \$5,692.91.

Dorothy participated in a SAILS meeting where they were informed that BCC is pulling out of the SAILS network. At this time we currently owe BCC two books and they owe us two books. After a short discussion it was felt that appears to be an even "trade" and the matter should be dropped. A motion was made by Christine Paiva and seconded by Linda Fournier to let the matter be considered an even trade. The motion passed. Dorothy shared with the group that per direction of the Selectmen and Town Administrator all purchasing is on hold at this time. Dorothy shared with the group that she has stopped mail service to the library at this time and the book drops are taped closed. Dorothy informed the trustees that she is required to provide a work assignment list to the Town Office each week. This is a detailed list of the work each staff member is doing at home each week. Nicole has been working on and making available on the library web-site resources for teachers/ students and parents to use. This site has been getting a large number of hits. Brittany has been relabeling DVD's of which there are 2,000. The staff is also offering "tech support" to the patrons via e-mail. Nicole has developed and made available a step by step instruction on how to use "GALE resource".

Old Business:

Update on Story Hour: Currently Story Hour is on hold

Report on court action regarding the delinquent patron: When they went to court the patron returned 85% of the material and was to return the remaining 15% directly to the library. Due to the closing of the library this has not happened. This will be followed up once the library re-opens.

Report on smoke detectors and CO2 detectors at both libraries: All set at both libraries.

Report on status of the broken handrail at the Hathaway: Repair currently on hold.

Discuss the budget meeting held on March 9th with the BOS: Refer to minutes from March 9th.

New Business:

Discuss posting Director's position: April 1st the Library Director job was posted- completed applications must be filed by April 22, 2020.

New Book- Drop: A new (gently used) book-drop was obtained for the Hathaway library. Brittany was able to find it "free" on a site where area libraries auction off materials. Once a cement slab is poured the book-drop will be put in place.

Summer programs: Nicole is currently working on some children summer programs and Brittany is looking into programs for adults.

Next Meeting: May 7, 2020 at 7:00 pm

A motion to adjourn was made by Linda Fournier seconded by Christine Paiva. The motion passed. Meeting adjourned at 7:41 pm

Respectfully Submitted

