

Freetown Board of Library Trustees
Minutes of Thursday December 17, 2020

7:00 pm.

Meeting Held Via Zoom

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Cheryl A. Fittelle

Call to Order: Chairperson Paul Sadeck called the meeting to order at 7:01 pm.

Present: Irene Ashley, Linda Fournier, Beverly Sadeck, Paul Sadeck and Nicole Davignon, Library Director.

Absent: Christine Paiva and Lucille Rosa.

The secretary stated a quorum is present for the meeting.

Chairperson Paul Sadeck read the following statement: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c 30 A. 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 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, freetown.gov. For this meeting, members of the public who wish to view this meeting will be able to view the meeting on freetownma.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 effort, 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.

Review of Payroll: Payroll for November was reviewed- there were no questions or discussion.

Review of Bills: Bills for November were reviewed- there were no questions or discussion.

Review of Minutes: The minutes for November 19, 2020 were reviewed. On a motion made by Irene Ashley and seconded by Linda Fournier the minutes were approved. The motion carried unanimously and reaffirmed with a roll call vote.

Report of Library Director: Nicole reported that there has been a steady pace of patron activity. Patrons have expressed their pleasure in being able to pick books up in Assonet . Because of this positive respond Nicole is considering opening the Hathaway Library another day for curb-side pick-up. The hours would be early evening for those patrons who work during the day. Nicole shared with the group that the library has now starting lending out puzzles and after the new year will be starting " take home crafts " projects.

Old Business:

1. Discuss status of book pickup at the Hathaway Library- addressed in Director's report.
2. Library Technician position: The position is currently posted. The posting is to come down 12/31/20. As of this date there are 6 applications.
3. Hotspot Lending: Nicole is working with Kim on a payment plan to forward to the company. After this step is completed it should take a couple of weeks to get the items. The Circulation

Policy to be updated to include lending of the "hotspots". Nicole to investigate with SAILS if we can charge a late fee for this item. Further discussion to be held at the next meeting.

4. Carpet Replacement: Nicole did confirm with the three companies that we can still use carpet tiles even though there are asbestos tiles under the current carpet. Currently we have two quotes in and are waiting for the third quote. Discussion to be continued at the next meeting.
5. Broken Handrail at Hathaway Library: Still has not been fixed.
6. Flooding on White Library Walkway- Paul has spoken with the Highway Surveyor who was to take care of it – to date nothing has been done. Paul to follow-up with the Highway Surveyor.
7. More outdoor lighting for both libraries: Paul had spoken to Timm McIntosh regarding this issue and Timm was to speak to the building inspector. To this date nothing has been done. Paul and Nicole to follow-up with Timm.

New Business:

Lack of water at the White Library: Three weeks ago the White library had a problem with the well pump. Jeff Chandler was notified at the town hall and a week later a plumber came out to asset the problem. Adjustments were made and the water pressure is a little better but there are still some issues beginning to occur again. Nicole to address these issues with Jeff.

Long Range Plan: Nicole did investigate and found out that inorder to be considered for building grants in the future the Long Range Plan must be submitted to MBLC by October 1st, 2021. Nicole is currently gathering information to work on the long range plan. One of the tasks is to develop a questionnaire to submit to the town residents to find out what they want / desire in a library. Goal is to have the Long Range Plan in place by July.

Nicole reminded the Trustees that we will have to meet in January regarding the budget.

On a motion made by Linda Fournier and seconded by Irene Ashley the meeting was adjourned at 8:12 pm. The motion carried unanimously and reaffirmed with a roll call vote.

Next Meeting : January 21, 2021

Respectfully submitted

Beverly Sadeck