

Freetown Board of Library Trustees  
Minutes of Thursday January 21, 2021  
7:00 pm.

James White Library

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2021 FEB 22 AM 8:27  
*Cheryl A. Schulz*

Call to Order: Chairperson Paul Sadeck called the meeting to order at 7:13 pm.

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

Review of Payroll: Payroll for December was reviewed – there were no questions or discussion. Nicole will be reformatting the payroll reporting form.

Review of Bills: Bills for December were reviewed – there were no questions or discussion.

Review of Minutes: The minutes for December 17, 2020 were reviewed. On a motion made by Linda Fournier and seconded by Lucille Rosa the minutes were approved. The motion passed unanimously.

Report of Library Director: Nicole reported that activity at the library has been slow the past few weeks. Nicole shared that the "Hot Spots" have arrived and will soon be made available to the patrons. A grant has been received by the library to provide science kits for the students - approximately 35 kits will be able to be purchased. The library now has an Amazon Fire Tablet that it will be lending out. Nicole will be working on a lending policy for the tablet. The tablet was "free" after purchasing \$1000 worth of books from one of our book vendors. Nicole shared with the trustees that we again have a rodent problem in the attic. A pest control company was at the library yesterday to do an inspection and will follow-up with Jeff with their results and recommendations.

Old Business:

Book Pick-up at Hathaway: - Steady pace of patron activity.

Carpet Replacement: After discussion and review of the three quotes, a motion was made by Linda Fournier and seconded by Christine Paiva for the vendor to be Morency Floors. The motion passed unanimously.

Broken Handrail at Hathaway: No update. Nicole to send a memo to Jeff to request status of repair request.

More outdoor lighting for both libraries: No update. Nicole to send memo to Jeff to request status of lighting improvement request.

Lack of water at the White Library: Filter in the process of being replaced. Hopefully this will resolve the pressure issue.

Walkway at White Library: No update. Nicole to send memo to Jeff to request status of repair.

**New Business:**

Applicants to fill vacancy for Library Technician position: Currently there are 13 applicants to be interviewed. Originally there were 14 applicants, but one has withdrawn her application. Nicole, Paul and Christine to do the initial interviews on January 25th and January 27<sup>th</sup>. The final interviews of the selected candidates will be on Feb. 8<sup>th</sup> at 1pm. via zoom with the Board of Library Trustees.

Long Range Plan: The first step to the plan is the library survey. Nicole shared with the group the questionnaire that was developed for the library survey. On a motion made by Linda Fournier and seconded by Christine Paiva the questionnaire was approved. The motion passed unanimously. Nicole to set-up the questionnaire on a Goggle form. Patrons/ residents will be able to respond to the questionnaire either on-line or in paper format.

Next Meeting: February 18, 2021

On a motion made by Linda Fournier and seconded by Christine Paiva the meeting was adjourned at 8:53 pm. The motion carried unanimously.

Respectfully submitted

Beverly Sadeck