

Freetown Board of Library Trustees
Minutes of Thursday, March 25, 2021
7:00 pm.

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Cheryl A. Edwards

Call to Order: Chairperson Paul Sadeck called the meeting to order at 7:02 pm.

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

Review of Payroll: Payroll for February was reviewed – there were no questions or discussion.

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

Review of Minutes: The minutes from the February 18, 2021 were reviewed. On a motion made by Linda Fournier and seconded by Christine Paiva the minutes were accepted. The motion passed.

Library Director Report: Nicole report that she and Paul have completed the budget for the next fiscal year and will be meeting with the Town Administrator on April 2, 2021 to present the budget. Nicole reported that the vacuum cleaner has broken and she is waiting for Jeff to have it replaced. Alyssa Scott has started in her role at the library. Nicole will be ordering Alyssa a name badge.

Old Business:

Book pickup at Hathaway Library: Nicole reports a steady number of patrons have been using this service.

Railing at Hathaway: Still has not been repaired.

Hotspot Lending Policy: A motion was made by Linda Fournier and seconded by Irene Ashley to accept the Hotspot Lending Policy as written. The motion passed.

Carpet Replacement: The carpet replacement will take place next week at the White Library. The Fire Department will assist by moving the books across the street to the East Freetown Congregational Church on Tuesday and returning the books when the carpet placement is completed.

Mice/ Squirrel Infestation: Only one mouse was caught in the traps set by Rick Kenrick. The library staff no longer is hearing the noise in the attic so it appears the squirrels are gone. It is thought that by patching the holes near the foundation and other areas Rick Kenrick may have taken care of the problem.

Water Filter at White Library: Project has been completed.

Outdoor Lighting Request: Current discussion is possibly putting a light on the pole across from the Hathaway Library- no final decision as of this date from the Town Administration. No update on increased lighting at the White Library.

New Book- Drop for Hathaway: Paul to follow-up with John Laronda.

Status of delinquent patron: no update

Update on the written letter to the Building Department on items- mice/ squirrel infestation, broken handrail, outdoor lighting: As of this date no update from the Building Department. Plan is to send another e-mail to the Building Department- if no response then the next letter will also be sent to the Town Administrator.

New Business:

Review Existing Policies: Nicole will send out to all members copies of all the current policies so that we can review them prior to the next meeting.

Library Director Contract: Paul shared with the members that the Library Trustees may want to consider writing a contract for the Library Director. Paul will send to the trustees a sample contract to review prior to the next meeting.

Long Range Plan: Nicole states we are still on our time-line. The library surveys are still being collected. Plan is to submit the Long Range Plan by October 2021.

Thank- You: Paul and the other members of the board took this time to thank Lucille Rosa for her years of service to Board of Library Trustees.

A motion to adjourn was made at 8:15 pm. by Christine Paiva and seconded by Irene Ashley. The motion passed.

Next Meeting: April 15, 2021

Respectfully Submitted

Beverly Sadeck