

Medway Library Board of Trustees
Final Meeting Minutes
September 1, 2020 7:00 PM via Zoom

Members Present (virtually): Susan Alessandri, Chair, Lisa Sheehan, Julie MacEvoy

Members Absent: John Scott Smith, Trudi Stefan

Others Present (virtually): Katherine Mitchell, Recording Secretary, Margaret Perkins, Library Director, Chris Branigan (Patron)

Chair Susan Alessandri called the meeting to order at 7:10 PM.

Approval of Agenda

In a motion made by Lisa, seconded by Julie, the Library Board of Trustees unanimously approved the Agenda for the September 1, 2020 meeting.

Approval of Minutes

August Minutes Approval deferred until October's meeting.

New Business

Citizens Speak

Christa Branigan attended the meeting virtually, she is a patron / social worker at the Hospital. Christa hears from Seniors that they miss the Library. The Library is so much more than just books to some people. She is worried about the loss of connection and about towns people's mental health.

Margaret stated a specific date should be determined as a re-opening goal. Margaret proposed 3 weeks after school starts to give time to see if there is an immediate increase of coronavirus within the school system and colleges. Margaret stated quite a few people are concerned about another wave.

Christa Branigan stated the Library is a Town funded building that patrons do not have access to. Christa questioned if the Library was being overly cautious. Margaret stated most minutemen libraries are doing curbside pickup only. Books need to be quarantined for 5 days. Margaret mentioned there are several issues with re-opening – 1/3 of staff will be unable to work as themselves or family members are at risk. Less than half of the libraries in Minuteman are open.

Monday, Wednesday, and Friday – the Library is being cleaned on a regular basis. DPW is doing it on other days. Margaret stated they would not open bathrooms to the public and suggested appointments to come in. Margaret is trying to

accommodate as many things as possible without exposure.

Trustees, Margaret, and Patron discussed the issue of staff members ability to work if the Library re-opens. Given the current circumstances, employees do not feel safe working in the library when it is open to the public. Susan questioned what the Town suggests about the staffing issues. Margaret stated the Cares Act pays 2/3 of salary, FMLA unpaid or vacation/sick leave. Some staff have vacation or sick leave they could use. Susan questioned if temporary replacements should be looked for. The Library will need an understanding if staff members will be taking a leave or retiring.

Lisa questioned if other libraries are facing staffing issues. Susan asked if the library opened, could these positions be temporarily filled? Margaret stated yes, they especially need assistance continuing curbside pickup as there is still a large number of people that do not want to come in. They need enough staff but also can only have a certain number of people within the building at once.

Susan would like a better sense of staffing. Margaret has been trying to determine staff concerns and get updates from them. Susan and Trustees agreed setting a date and questioning staff if they will be willing to come into the Library with patrons. Lisa stated it is reasonable to not want to be exposed, but the Library needs a plan to move forward. Margaret stated they have many senior volunteers. Some have expressed interest in coming back months ago. Age range from mid 70's – 80's. They can assist with shelving books, before library opens/after closing.

Laptop Lending

Margaret stated there is a problem with printing from chrome books – seems to be related to wifi. Comcast came out within the same day. Margaret is hoping by tomorrow the chrome books will be working and able to print.

Margaret is unsure of a way to send faxes that to preserve patron privacy. Julie stated the best solution is to make patrons aware of privacy concerns to allow them to make the choice themselves.

Collaboration with Cultural Council

Margaret stated Jennifer Kendall is the new Chair. The Cultural Council stated it would helpful for the Library to have a logo to brand their events. Programs focusing on children/families in the family shelter, they are looking to get transportation for them. Senior Center vans are only available to seniors. The Cultural Council would like to collaborate to create book clubs for the kids.

Budget Report

Margaret distributed the Budget Report via email.

Director's Report

Margaret distributed the Director's Report via email.

In a motion made by Lisa, the Library Board of Trustees voted to adjourn at 8:03 PM.

Next Meeting: October 6, 2020

Respectfully submitted,

Katherine Mitchell, Recording Secretary

