

Board of Library Trustees Minutes
April 21, 2020
Ashland Public Library-Conference Call 1 712 770 8055 (866733)

Meeting was called to order at 7:04 P.M. Minutes of February 18, 2020 were unanimously approved.

Present: Chair Bonnie Mitchell; Trustees Carolyn Bell, Lornie Bullerwell, Carol Ambacher, Kab Rabinowitz; Library Director Paula Bonetti; Children's Librarian Lois McAuliffe

While operating on a current quarantine plan, the Board discussed a potential reopening. Town department heads meet on Monday mornings. There is no concrete plan as of this date. The town will operate on instruction from Governor Baker. Paula is working on possible scenarios for when we reopen. She expects there will be a phased-in reopen with the Children's Room being a major concern. There are issues to be resolved with social distancing, capacity at any given time, self-checkout, sanitizer, masks, hours open, holds, meeting room use, etc. Currently most of the staff are working their normal hours or working at home where that is possible. Major projects are being addressed, such as reviewing the various collections for the condition of the books, assessing the age of books and need for replacement, reorganizing bookshelves. In other words, a complete overhaul of the entire library. On Fridays, Paula empties the media return boxes, finalizes payroll, and assesses the overall effort of the staff during the week as well as addressing concerns best done in the library rather than by phone.

A definitive custodial/cleaning plan must be in place before we reopen. For now, an employee from the Facilities group is cleaning on a twice weekly basis. The issue of whether cleaning by the town is done in-house or contracted out is unresolved.

The Children's Bookfest is on hold until November at the earliest and possibly 2021.

The Summer reading Program is likewise uncertain. Concern for "internet burnout" from home schooling could dictate whether patrons may be receptive and there will be the continued focus on social distancing. We have three thousand books left over from the 2019 Summer Reading Program.

The Friends had planned a June Booksale in conjunction with the Famer's Market opening. There are some books available for booksellers but there needs to be a plan for book donations from patrons .

In terms of finances, bills are being paid. All lines are frozen except for payroll. It is not clear what will happen to an employee who is out an extended time. The budget for FY21 is not optimistic and probably worse than the 2008 recession. The good news is we have received the second part of state aid.

Town meeting has been moved to June and town election is uncertain.

The meeting was adjourned at 8:25 PM. The next Board meeting is May 19, 2020.

Respectfully submitted,

Carol Ambacher
Secretary