

Board of Library Trustees Minutes
May 21, 2020
Ashland Public Library-Zoom Call

Meeting was called to order at 7:02 P.M. Minutes of April 21, 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

The bulk of the meeting was devoted to the upcoming Phase 1 reopening slated for Monday, June 1. Although the building itself will not be open to the public, there will be curbside pickup for residents and non-residents. The hours will be Monday through Thursday 11 A.M. – 6 P.M. and Saturday from 11 A.M. - 4 P.M., for a total of 38 hours per week. Staff will work their normal hours to allow for prep and wind down. These hours may work well for a potential Phase 2 opening of the building in July. Public notification with details for curbside pickup in automobiles as well as walkers and bikers will appear on the Town website and in social media. Statewide delivery is not available in Phase 1. A plan for media returns addresses book drops and 72 hour quarantining. No book or other media donations will be permitted for now. The Town is required to provide masks, gloves, sanitizers for its employees. Minuteman has recommended a no fine/fee policy and the Board unanimously voted to comply. If excessive requests occur, they will be dealt with on an individual basis.

Filling the current vacant position is on the back burner for now.

Details are in progress for the summer reading program, Escape from the Enchanted Forrest, with versions for children and adults. No fundraising will be done but there is \$3,000 remaining from last summer and prizes may be in the form of gift cards to local businesses, e.g., Murphy's Ice Cream, thereby supporting our small businesses.

The Board voted unanimously for two funding requests from Paula: 1) self-checkout on the Minuteman app at a cost of \$750 a year, funded by donor money and 2) the Hoopla platform offering instant success downloading e-books, videos, music, audiobooks thus eliminating reserves and waiting lists at an estimated \$8,000-\$10,000 with an initial outlay of \$3,000 and a maximum of five downloads per patron per month. Funding will come from gift money.

The meeting was adjourned at 8:15 PM. The next Board meeting is June 16, 2020.

Respectfully submitted,

Carol Ambacher
Secretary