

Board of Library Trustees Minutes
June 16, 2020
Ashland Public Library-Zoom Call

Meeting was called to order at 7:07 P.M. Minutes of June 10, 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.

Most of this meeting addressed Phase 2 operations, both curbside and eventual indoor:

- Paula would like to continue curbside as long as possible with the current 38 hour schedule after reopening.
- Everything being ordered is going out immediately.
- Delivery time is slow with several bins of books held up as everything is subject to quarantine.
- 72 hour quarantine remains in place.
- Patrons are cooperative and satisfied that something has finally started up.
- Fiberglass partition measurements have been taken and it will be a few weeks before we have them. There will be a center suspension at the children's and reference desks; the circular circulation main desk is more difficult because of its design.
- Paula envisions a table in front of the circ desk as a partial solution to self-checkout. There will be a scanner, receipt printer, and some staff assistance.
- A future self-checkout station will require electrical work. Ashland has volunteered to pilot a self-checkout option in the Minuteman app.
- Furniture has been reconfigured and excess stored in the Schiesske room.
- DVDs were moved to make those shelves available for pickups - a "grab and go" arrangement for our patrons.
- Floors will be taped to encourage social distancing.
- When we reopen, appointments, contact lists, etc. will have to be in place according to town protocol.
- There is concern about mask requirements and that will be governed by town protocol as well. Paula will check with Ed Berman.
- Restrooms are of great concern and town protocol will govern their sanitation and usage.

The Hoopla contract has been signed with no date yet for availability. Announcement will come via website and social media.

The Minuteman self-checkout app is being considered at a cost of \$750.00.

The Library of Things is on hold for now.

Summer Reading begins June 18. Flyers that needed to be translated for the ELL families were mailed directly to them.

The meeting was adjourned at 8:03 P.M. The next Board meeting is July 21, 2020.

Respectfully submitted,

Carol Ambacher

Secretary