

Sharon Public Library Board of Trustees  
Regular Session  
July 15, 2020

**Attendance:**

Trustees: Carolyn Weeks, Cheryl Weinstein, Geoff Gerrietts, Wendy MacArthur, Sarah Windman

Library Staff: Lee Ann Amend (Library Director)

Guests: Gordon Gladstone, Sarah Graf, Mark Olken

The meeting was called to order at 7:05pm by Cheryl Weinstein

**Foundation**

- Sarah G raised issues that Foundation members would like to be more involved in the selection of furnishings. Some members have left foundations because they don't feel they have a voice. A joint committee was proposed.
- Director wants to also be involved in furnishings choices. She wants to make sure issues like high pound limits are addressed.
- Geoff, Wendy, and Sarah W liked the idea of creating the joint committee.

**Standing Building Committee**

- Continue with pre qualification items.

**Director's Report**

- Third flood plagued the library. The water seeped through to the tech service area. Wide spread destroying accord with items being ruined, tiles in multiple locations which are relatively new lifting, to the copy machine being flooded.
- The flood alarm on the floor went off causing fire and dpw workers tone dispatched to the location. Even though they work tirelessly through the night the flood could not be contained and even reached the history room.
- June financial report is being wrapped up. Lee Anne is working on reconciling the financial data to send over. The custodian is retiring. DPW workers are trying to help out but Gary does many things that cleaning crews don't do. He will be missed.
- Curbside pickup is continuing for the foreseeable future, it is very successful and traffic has not been impacted in any serious way. Making an appointment is mandatory which has greatly helped. Library averages 120-130 people per day which is way lower then pre-Covid but is very exciting to see. People can stay in the library for about 1 hour and it works well. Cleaning is continuous and regular.
- All Library materials that arrive in the library are quarantined for 72 hours before they are available for distribution.

**Committee Assignments**

- All assignments for committees will stay the same.

**MOTION: Wendy moved and Geoff seconded to approve the minutes from the June 3rd and amended minutes from the June 24th meetings. Unanimously approved**

**MOTION:**

Wendy moves and Carolyn seconds to enter into executive session to discuss strategy with respect to litigation as an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declared. At the end of the executive session, the meeting will adjourn. Motion passes unanimously.

**Action Items Update**

**Action Items Summary (new items)**

- Cheryl will create a description to be discussed regarding the joint committee with the trustees and the foundation.
- Wendy will research statutes of communication during Covid. What applies to voting by email.

**Next meeting** - August 19, 2020 at 7:00.

Respectfully submitted,

Sarah Windman