

Sharon Public Library Board of Trustees
Regular Session
January 27, 2021

Attendance:

Trustees: Carolyn Weeks, Cheryl Weinstein, Geoff Gerrietts, Wendy MacArthur, Sarah Windman, Cheryl Rosenfeld
Library Staff: Lee Ann Amend (Library Director)
Fincom Liaison: Chuck Goodman

The meeting was called to order at 7:02 by Cheryl Weinstein

Cheryl W. read the remote script.

MOTION: Geoff moved and Sarah seconded to enter into Executive session pursuant to Mass General Laws Chapter 30A section 21(a)(3) to discuss strategy regarding litigation concerning the zoning appeal for the new library at 1 School Street because holding a discussion on this matter in open session would be detrimental to the public interest and would have a detrimental effect on the Trustee's litigation position after which time we will resume in open session. The motion carried unanimously.

Motion to approve the minutes of 12/16 and 1/11. Geoff moved and Carolyn seconded. Passed unanimously.

Treasurer

- Eastern Bank \$971.37 Century \$1,938.92

Budget

- Good. Feb 27 Lee Ann goes to fincom to defend it.

Friends

- Selling cupcakes on the library website. Still have book bins.

Director's Report

- Library use with reduced access: We are now averaging around 80-100 per day each with a 15-minute limit in the building. Reductions in total patron access is 15 at one time. Exam proctoring allowed and other services by appointment.
- Union contract has been stalled. Union rep will not sign on. Still paying on previous fiscal rates. She thinks they are holding out for more increases in salaries.

- Facilities Update:
 - The water meter gauge was replaced.
 - The elevator inspection was performed and passed on December 14
 - Fire retardant vinyl sheeting was installed on January 5th on the lower floor and on January 13th on the upper floor once we were able to get short lengths of materials. Most material came in 150-foot lengths.
 - Handicapped inner door automatic holder replaced. The older unit had been repaired several times before it finally gave way. The installers were able to use some of the parts from the older unit which saved us about \$600.
- Insurance requirement: Regarding next steps, the town should ensure that sandbags are used. Town should monitor potential stormwater events and implement the protective measures accordingly.
- Union Contract: The SEIU union contract has been approved between the union and the Select Board. Staff contractual increases will be paid retroactively to the beginning of the fiscal year.
- Computer Chromebooks: The library purchased 4 Chromebooks for patron use within the library. Once we are able to increase patron time within the building, there will be more accessibility using these laptops within the library.
- Staff Training Workshops: I have scheduled two staff trainings. The first one will be held in January, and will be about unconscious bias and the other to be held in February, will be on how to navigate cultural differences when dealing with patrons. These two professional level workshops are being paid for through the Sewing Threads of Diversity Grant that we received in October.

MOTION: Approve the Diversity and Inclusion policies and the Posting and distribution of materials policy. Sarah moved and Geoff seconded. Passed unanimously.

Director review:

We don't know the raise she will receive. She knows that she got a very good rating and will get the highest raise available. Town is discussing in February raises. Cheryl W will let everyone know what the raise is. We all gave comments about our feelings about Lee Ann.

MOTION:

Meeting adjourned at 8:49 Sarah moved and Carolyn seconded. Passed unanimously

Action Items Update

Action Items Summary (new items)

Next meeting - February 24

Respectfully submitted,

Sarah Windman