

MEETING OF THE BOARD OF LIBRARY TRUSTEES

JUNE 23, 2020

MINUTES

Conducted by Remote Participation

**Call to Order**

Chair Amy Hampe called the meeting to order at 7:19 pm, and in attendance were trustees Heather Calvin, Adam Delmolino, Kathy Fennelly, Jonathan Gates, Stephen Quinlan, and Joyce Radochia. Also in attendance were Andrea Nicolay, library director, and Anna Litten, assistant library director. Ms Hampe shared open meeting law information as it pertains to remote meetings.

**Community Time**

No members of the community spoke.

**Approval of May 19 Meeting Minutes (vote)**

Mr. Delmolino moved to approve the minutes. Mr. Quinlan seconded the motion. Under guidance from the Attorney General's office, the Board held a roll call vote. Ms. Calvin voted aye, Ms. Fennelly voted aye, Mr. Gates voted aye, Ms. Hampe voted aye, Ms. Radochia voted aye. The Board approved the minutes.

**Election of Officers (vote)**

Ms. Nicolay thanked Ms. Hampe for her service as Chair. The nominating committee presented the Slate of Officers to the Board: for Chair, Mr. Gates, for Vice Chair, Mr. Quinlan, for Trust Fund Liaison, Mr. Gates, for Liaison to Friends of the Fox, Mr. Delmolino, for Liaison to Friends of Robbins Library, Ms. Radochia, for Liaison to Foundation, Ms. Calvin. Mr. Delmolino moved to approve the slate. Ms. Calvin seconded the motion. The Board held a roll call vote. Ms. Fennelly voted aye, Mr. Gates voted aye, Ms. Hampe voted aye, Ms. Radochia voted aye, Mr. Quinlan voted aye. The Board approved the Election of Officers.

**PLUGGED IN Summer 2020 Funding Request (vote)**

Ms. Nicolay thanked Plugged In Coordinator Michele Meaghar for her exemplary work during this period. Ms. Nicolay shared the Plugged In Summer 2020 Funding Request. Mr. Gates moved to approve the Plugged In Summer 2020 Funding Request, Mr. Delmolino seconded the motion. The Board held a roll call vote. Mr. Quinlan voted aye, Ms Calvin voted aye, Ms. Radochia voted aye., Ms. Fennelly voted aye, Ms. Hampe voted aye. The Board approved the Plugged In Summer 2020 Funding Request.

### **Review Proposed Amended Trustee Bylaws**

The Board discussed the Amended Trustee Bylaws and discussed provisions for extraordinary circumstances. The Board will review the Proposed Amended Trustee Bylaws at the next meeting.

### **Preliminary Discussion of FY21 Administration and Trustee Goals**

The Board discussed the FY21 Admin and Trustee Goals. The Board discussed adding goals supporting reopening the libraries and the Reimagining the Libraries project. Ms. Nicolay will share an updated draft with the Board.

### **Fox Shop Lease Update**

Ms. Nicolay recommends that the Fox Shop Lease be renewed. Ms. Nicolay shared with the Board that the Little Fox Shop, Inc. delivered the first check for the Fox offset of \$25,700 (\$500 in excess of the standard offset of \$25,200) and that it's been deposited. The Board discussed how the library reopening strategy will affect the Shop.

### **Revised Library Budget**

The Board reviewed the municipal budget for FY21. Ms. Nicolay shared that the Fox full-time Children's Librarian position is retained in the budget.

### **Library Trustees Meeting Schedule**

The Board reviewed the FY21 Library Trustees Meeting Schedule.

### **Director's Report**

The Board reviewed the May Director's Report. Ms. Nicolay thanked staff for their quick pivot to new circumstances. The Board discussed re-opening phases. Ms. Hampe thanked staff for the Big Return event. Ms. Hampe thanked Ms. Nicolay for the library's statement on the place of the library, "The enemy of systemic racism is a well-informed citizen who is prepared to speak, act, and vote. Your library supports you in that work."

### **Foundation Liaison Update**

Ms. Calvin reported on the Foundation meeting. The Foundation is strategizing around recruitment and beginning the annual report earlier than in the past.

### **Friends Liaison Updates**

Ms. Radochia reported on the Friends of Robbins meeting. The Friends discussed book sales, programs, grounds work, and the Annual General Meeting. The Board received no notification

of a Friends of Fox meeting. The Friends of Fox have indicated they will support a carpet replacement project at the Fox.

### **Communications and Announcements**

There were no communications and announcements.

### **Unanticipated Items**

Ms. Hampe shared information on a petition by the Black Alum Activates Arlington to hang a Black Lives Matter banner at Robbins Library. The Board discussed a policy addressing banners at Robbins. Ms. Nicolay will provide information to the Board on town signage laws.

**Date of Next Meeting: July 14, 2020**

### **Adjournment (vote needed)**

Mr. Delmolino moved to adjourn. The Board held a roll call vote. Ms. Calvin voted ay, Mr. Quinlan voted aye, Ms. Fennelly voted aye, Mr Gates voted aye, Ms. Radochia voted aye, Ms. Hampe voted aye. The meeting adjourned at 8:49

### **Materials Distributed:**

- June 23, 2020 Meeting Agenda
- May 19, 2020 Meeting Minutes
- PLUGGED iN Summer 2020 Funding Request
- Trustee By-laws--AMENDED
- FY21 Administration and Trustee Goals--DRAFT
- Revised Library Budget
- Library Trustees Meeting Schedule
- Director's Report, May 2020 with May Circulation Report