

MEETING OF THE
BOARD OF LIBRARY TRUSTEES
JULY 14, 2020
MINUTES

Conducted by Remote Participation

Call to Order

Chair Jonathan Gates called the meeting to order at 7:15 pm, and in attendance were trustees Heather Calvin, Adam Delmolino, Kathy Fennelly, Amy Hampe, Stephen Quinlan, and Joyce Radochia. Also in attendance were Andrea Nicolay, library director, and Anna Litten, assistant library director. Mr. Gates shared open meeting law information as it pertains to remote meetings.

Community Time

Community member Susan Keane introduced herself. No other members of the community were in attendance.

Approval of June 23 Meeting Minutes (vote)

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

Review Proposed Amended Trustee Bylaws

The Board thanked Mr. Delmolino and Mr. Quinlan for their work on the amended Trustee Bylaws. As mandated by the Trustee Bylaws, the Board will vote to approve the Proposed Amended Trustee Bylaws next month.

Discussion of FY21 Administration and Trustee Goals

The Board discussed the FY21 Administration and Trustee Goals. Ms. Nicolay discussed newly added goals of restoring library services and supporting the ROL project, as well as deliverables on each goal. Ms. Nicolay plans on updating the Board with quarterly reports on the restoration of services plan unless more frequent updates are needed. (KF gone from the meeting for period of time)

Policy on Exterior Displays

The Board discussed the informational display policy, creating an exterior display policy, and displays on the Robbins building. Ms. Nicolay will consider further and report back to the board in September.

Trust Liaison Report

The Board discussed the Trust Liaison Report and the Russell Fund spending report.

Director's Report

The Board discussed the Director's Report and contactless pickup.

Foundation Liaison Update

Ms. Nicolay reported on the Foundation meeting. The Foundation is still working to optimize Little Green Light donor database. They approved their slate of officers, and welcomed a new board member.

Friends Liaison Updates

The Board received no notification of a Friends of Fox meeting. Ms. Nicolay reported that the Friends of Fox are interested in supporting a grant for a new carpet at Fox. Ms. Nicolay requested funding from the Friends of Fox to support a new carpet, technology and public printing. Ms. Radochia reported that the Friends of Robbins held a 30 minutes annual meeting, approved their slate, and welcomed new members.

Communications and Announcements

Ms. Nicolay shared a thank you card from a community member.

Ms. Hampe thanked Ms. Nicolay for the letter signed by the MLN board to the Woburn Library Trustees.

Unanticipated Items

There were no unanticipated items.

Date of Next Meeting: August 11, 2020

Ms. Hampe moved to adjourn. The Board held a roll vote. Ms. Calvin voted aye, Ms. Quinlan voted aye, Mr. Delmolino voted aye, Ms Radochia voted aye, Ms. Fennelly voted aye, Mr. Gates voted aye. The meeting adjourned at 8:53 p.m.

Materials Distributed:

- July 14, 2020 Meeting Agenda
- June 23, 2020 Meeting Minutes

- Bylaws of the Board of Trustees--Draft
- FY21 Administration and Trustee Goals
- Trust Liaison Report
- Russell Fund Report
- Director's Report, June 2020 with June Circulation Report