

TOWN OF SPRINGFIELD
LIBRARY BOARD OF
TRUSTEES
TUESDAY, June 9, 2020
6:30 pm

The Library Board of Trustees of the Town of Springfield is hereby notified to meet on **Tuesday, June 9, 2020 at 6:30 p.m.** This meeting will be held through Zoom Web Conferencing. To attend the meeting use the links or numbers below:

Topic: June Trustee Meeting Time: Jun 9, 2020
06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88280100329?pwd=OExZcmlPNkF1cjlEYTVkVEZjTIZ4UT09>

Meeting ID: 882 8010 0329 Password: 042037 One
tap mobile
+16468769923,,88280100329#,,1#,042037# US
(New York)

Dial by your location +1 312 626 6799 US (Chicago) +1
646 876 9923 US (New York) Meeting ID: 882 8010 0329
Password: 042037 Find your local number:
<https://us02web.zoom.us/u/kgGhipqr5> AGENDA

MINUTES

(final and approved at 8/11/2020 meeting)

1. Call to order - pattrice jones (chair), Anna Boarini (secretary), Margie Reurick and Greg Supernovich were present. Library Director Sue Dowdell was also in attendance. Not present was Jen Dechen (vice-chair), Ralph Jacobs, and Kristin Durand.
2. Additions and subtractions to the agenda - pattrice asked to discuss masks policy as a part of the phased reopening section. She also asked to discuss a statement recently issued by the Fletcher Free Library in Burlington, VT.
3. Public Comments - No public comments
4. Review and approval of minutes of the May 12, 2020 regular meeting and June 1, 2020

special meeting regular meeting - There were no changes needed to the draft minutes from the May, 12, 2020 meeting. Anna moved to approve, Greg seconded the motion, and the motion passed unanimously. There were no changes needed to the draft minutes from the special meeting on June 1, 2020. Greg moved to approve the minutes, Anna seconded, and the minutes were approved unanimously.

5. FOSTL report - Sue reported the Friends of the Library will have a meeting via Zoom on Wednesday, June 17th. They have invited the new town manager Steve Neratko and will discuss the use of the armory for the yearly book sale. They have decided to cancel their annual meeting due to COVID-19. Anna will attend the meeting, while a rotating schedule of trustee attendance may be made in the future.

6. Director's report

Building:

Second Floor teen space renovation: Student completing CAD drawings. Second phase planned to hopefully take place next school year with student and his architect mentor - mentor interested in helping work to finish the project money will be a stipend - just want to sequester some space for teen space
Air Conditioning system has been repaired by removing a kink in the line and servicing unit
Elevator was re-inspected and passed with flying colors after Baystate replaced the battery in the emergency phone
Our custodian, Nate Van Velsor, is working on/completed maintenance items
drylock paint in the stairwell walls by the entrance to the staff area
changing out the door handles in the back stairwell
proper ADA compliant rails for handicap restrooms (patron & staff)
casters on the two new bookshelves
strip and wax tile floor
deep clean vacuum and shampoo carpets
assorted tasks throughout building

Patron Services:

AV materials (music & DVDs) are all now in locking cases . thanks to tech services staff
176 curbside pickups from 5/4 -5/30 (avg 10.3). Increasing each day (now 10.4, which includes 2 Saturdays)
Patron holds turned on as of June 8, which should allow staff to do more . less labor intensive

Evening pickup hours start June 15th. Two temporary staff members back to work evenings and Saturdays - MR - are you concerned at all with the budget? SD - haven't delved extensively, haven't done a lot of book ordering, only if requested - MR - TIM hasn't said anything SD- been cautious of spending due to COVID spending, theoretically reimbursable through FEMA, but not entirely sure Restarting homebound deliveries on Wed., June 10 based on guidelines from RSVP and ACCD

Youth/Family Services:

- Four phone-a-stories have been recorded (66 calls)

- Working with Beyond Academics (Building Bright Futures group) and Windsor County Mentors to develop a teen-led virtual mentoring program for children

- Zoom book clubs continuing

- Activity calendar provided each month

- Discussions to determine if library will provide summer meals - MR would be good to have conversation with school district, something will be implemented this summer - SD agreed and Michelle is trying to find out what's going on

- Storywalk on Toonerville Trail

- Summer Reading

 - packets for 3 levels of children created

 - So. VT Natural History program on July 25

 - Dinoman program August 8

Adult Services

- Composting program via Zoom on June 16th (Cat Buxton)

- Book group via Zoom

- Summer reading . 7 weeks of reading challenges

- Career changes webinar . July 21

- Media Literacy/Fake News class via Zoom to be scheduled (Sue)

MR - summer reading stuff, send to the school, there's usually something sent to parents as a reminder

SD . Michelle needs more guidance from state before she can make the decision about how to word letter

patrice asked about staff morale and Sue said that they are doing well, but looking forward to returning to a more stable, less staggered schedule. As a way to continue to keep staff safe, even while shifts may begin to overlap, Sue said that staff meetings will continue to happen over Zoom to help keep the group out of small spaces together.

The trustees unanimously praised Sue and the library staff for their dedication and great work for the library.

7. Fletcher Free Library Statement - pattrice read a statement the Fletcher Free Library posted in response to current protests in Burlington, and across the country. After reading the statement, she crafted one to present to the trustees, with the idea to adopt this and offer a response of support to the protest organized by Springfield High School students last Friday, June 5, 2020.

The board discussed changes to language and also about adopting the statement with only 4 members present. Margie raised the question about if the library staff was all in agreement. Sue said she thought so, but would present the statement to the staff and ask if they had any changes or comments on the statement. After discussion, the board agreed to send the below statement to the staff for review.

"The Springfield Town Library is a place to learn, listen, share and grow. Those goals cannot be achieved when valuable lives and voices are silenced by racism. The Springfield Town Library, with the full support of its Board of Trustees, stands in solidarity with local citizens and organizations working to dismantle racism. We pledge to use our platform to cultivate empathy and understanding.+"

7. Phased reopening discussion and possible action - pattrice has not yet sent a letter to the select board chair Walter Martone or town manager Steve Neratko. She said she is compiling an executive report to send to them and wants to include statements from the library staff and the policies around masks from other libraries around the state, plus the state librarian. Sue and the staff are adding an update to library users to all curbside bags. Margie asked if there was any pushback around not yet reopening and what other libraries are doing. Sue said there was no pushback, but is adding the library update to keep patrons informed of the reopening phases. Sue said that most libraries in Vermont are still doing curbside pickup and some have started to open for short appointments.

8. Policies

a. Social Media policy . The board conducted the final reading of the Social Media Policy and did not make any changes. Anna made a motion adopt the policy, Margie seconded the motion and the policy was accepted unanimously.

b. Equipment policy . table further discussion/action until July meeting

9. Feed Your Passion . table until in-person meetings can occur, but keep on the agenda

10. Youth trustee . table until in-person meetings can occur, but keep on the agenda

11. Next meeting date (tentative July 14, 2020) - The board agreed to the next meeting date.

12. Adjournment - Margie motioned to adjourn the meeting, Greg seconded the motion and patrice adjourned the meeting.

Respectfully Submitted,

Anna M. Boarini

Secretary

June 12, 2020