

**Joshua Hyde Public Library Board of Trustees**  
**Meeting Minutes: September 03, 2020**  
**Joshua Hyde Public Library**  
**Virtual Meeting**

Chair Joyce Sinnott called the 03 September 2020 regular meeting of the Joshua Hyde Public Library Board of Trustees to order at 5:03 pm and called the roll of attendees. In addition to Chair Sinnott, attending remotely were Rebecca Celuzza, Jessica Colati, Melissa Earls, Sandy Gibson-Quigley, Elisa Krochmalnyckyj, Carol Mitchell, Stephen Mullen, Dave Peterkin, and Library Director Becky Plimpton. When checked, there were no listeners on the Town's meeting call-in phone line.

Chair Sinnott read the mandatory statement that pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting law, G.L. c. 30A Section 18, and the Governor's March 15, 2020 Order the meeting would be conducted via remote participation to the greatest extent possible.

**Minutes:**

By a unanimous roll call vote, the minutes of the July 30 2020 meeting were approved with the correction of two typographical errors.

**Librarian's Report:**

**Building Issues:**

- The permanent sneeze guards are still not in place. There has been no update as to when this may happen.
- There are still minor leaks in the roof, enough to stain the ceiling tiles.

**Programs:**

- The Library offered an online meditation program with Dr. Andrew Vidich. Seven people were in attendance.
- The Library will be offering some trial in-person programs: one book discussion on September 9 and two story hours on the common the week of September 14<sup>th</sup>. All outdoor events are limited to 12 attendees. Registration is required.

**Other:**

- Becky presented an updated re-opening plan for January 2021. Our Library is one of only 10 of the 150 libraries in C/W Mars to offer in-library services. The next phase would include offering services during our regular business hours, and opening the remaining evenings and Sundays. Computers would be moved to the first floor, and curbside hours would be reduced. Curbside delivery would continue for the foreseeable future. Covid-19 conditions permitting, the new phase would begin 11 January.
- The Inter-Library Loan (ILL) program is going full blast. All materials undergo a three-day quarantine period in the Children's Room. As the gradual re-opening of the Library progresses, a new place will need to be found for the quarantine area.

- During the first week of in-library service, 34 people came in for limited browsing and to pick up reserve items. The number of people has picked up, but at no time has it been too much to handle and only twice has there been a wait to come into the library. Patrons have been staying about 15 minutes and there have been no issues relative to mask wearing.
- Becky's children will be returning to school beginning 16 September with a fully remote schedule. She therefore requested an accommodation to her work schedule that will allow her to continue to work from home 2 days per week. This has been her schedule for the past few months and her sense is that it has been working out for the needs of the staff and the library. She requested that this remain her schedule while her children's school is in full remote or hybrid learning phases. By a roll-call vote the Board approved her request with no dissent.

Meetings:

- As before, Zoom meetings were plentiful.

Financial:

- There were no issues with this month's report.

**Chair's Report:**

- Joyce noted that a recent e-mail from Maura Deedy of the Mass Board of Library Commissioners included a newsletter from the Attorney General's Division of Open Government that addressed a number of Open Meeting Law concerns regarding the conduct of virtual meetings.

**Old Business:**

- **Complaint procedure:** There were several additional comments and recommended changes to the current draft of the procedure. These would primarily serve to clarify the language and increase the readability. Steve will incorporate the comments and send a revised draft to Carol and Sandy for their input before our next meeting.
- **125<sup>th</sup> Anniversary:** Sandy reported that she held a meeting of the Anniversary Planning Committee last night (2 Sept). Members of the committee include both Trustees and members of the Friends of the Library. They discussed a number of ideas about the celebrations. Kick off will be during the summer of 2021 with the finale during the summer of 2022.
- **Library Policy review:** Sandy suggested reviewing the entire Policy Manual for consistency of formatting, language, and style. Several changes to the Internet Policy were suggested that would serve to begin this process. The Board was in general agreement that this should be done. Steve will incorporate changes to the Internet Policy suggested at the meeting and circulate the resulting draft to Sandy and Carol for their comments before the next meeting. The Chicago Manual of Style will be used as a guide.
- **Patio:** The plot plan Becky has was not suitable for detailed planning. Jess suggested that some of the other Town GIS products available through Tighe and Bond may be more helpful. She will send Steve the URL. Jess also suggested the American Library Magazine as a possible resource for patio ideas.
- **Diversity, Equity, and Inclusion (DEI) statement and Inclusion Campaign.** Becky updated the Board about her search for a firm to do the graphic designs for the Library. She

had a very good conversation with a firm Joyce suggested. They would charge \$500 to put together a JHPL logo. They could also put together a graphic design for the DEI campaign. Becky feels very good about this firm and the ideas they had and recommended that they be hired to do the work. Steve moved that up to \$2,000 be appropriated from LIG/MEG funds to do both the DEI graphics and a new JHPL logo, and to investigate how to incorporate the graphics into an inclusion campaign. Melissa seconded the motion. By a roll call vote, all approved the motion.

**New Business:**

There was a discussion about sharing or forwarding information from the Library Facebook page to the Town Facebook page and a general discussion about sharing between the Library and Town pages. The consensus of the Board that the present informal procedure was sufficient and that no changes were warranted.

**Adjourn:** Steve moved that the meeting be adjourned. There were multiple seconds. By a roll call vote, all approved. The meeting was adjourned at 6:57 pm.

**Next Meeting:** The next meeting will be held 1 October 2020 at 5:00 pm via Zoom.

Respectfully submitted,  
Stephen Mullen  
Secretary