

Joshua Hyde Public Library Board of Trustees
Meeting Minutes: December 10, 2020
Joshua Hyde Public Library
Virtual Meeting

Chair Joyce Sinnott called the December 10, 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, Melissa Earls, Sandra Gibson-Quigley, Elisa Krochmalnyckyj, Carol Mitchell, Stephen Mullen, David Peterkin, and Library Director Becky Plimpton.

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. When checked, there were no listeners on the Town's meeting call-in phone line.

Minutes:

After review, Carol moved that the minutes of the November 05, 2020 be approved as written. Melissa seconded. The motion passed with Sandy abstaining and all others approving.

Librarian's Report:

Building Issues:

- The sneeze guards have been installed both in the Children's Room and in the main floor. The ones in the Children's Room will likely be permanent.
- Weatherizing has been completed on the doors and windows.
- Capital budgets are due December 30th. Becky will be working with the Facilities Manager on the request for monies to address the ADA issues surrounding the front entrance. She will also be working on a request for a replacement copier/printer. Ours is 10 years old and replacement parts have not been made for three years. It cost about \$6,500 10 years ago.

Programs:

- The drive-by food drive in support of Food Share held November 2nd – 14th received a total of about 12 bags of food.

Other:

- As the Covid-19 infection numbers continue to rise, the Library will remain closed to in-library browsing until further notice.
- Dara Shanahan has been hired as the new circulation assistant. Becky will be posting the page position on December 10th, and the Program Coordinator position sometime in January or February.

- Gina and Becky have been working with the Library's website vendor to make updates and changes. These should be ready this month. The website will need a full make over later on.
- Holiday closing dates:
 - 2pm December 24th, closed December 25th
 - 4pm December 31st, closed January 1st
 - Possibly December 26th and January 2nd

Meetings:

- Zoom/virtual meetings included the 125th Anniversary planning committee, CMLA annual meeting, Friends annual meeting, Library Directors, MLS Executive Board, MLS Small Library Forum (two days), MLA Legislative Committee, C/W Mars Users Council, MBLC Board Meeting; You Belong Here campaign meeting, and the Sturbridge Department Head budget meeting.

Financial:

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

Chair's Report:

- Joyce noted that the aurora borealis would be visible to the north from about 12:00 am to about 2:00 am.

Old Business:

- **Diversity, Equity, and Inclusion (DEI) statement and Inclusion Campaign.** Melissa reported that she has started working with Jess to set up a working group. So far the work has focused on the design of the logo. There has not been much discussion about the statement yet. Becky reported that the logo designer has taken a full time job so we need to move forward as quickly as we can on the statement so we can finish up before she gets deeply into her new job and no longer has time for our project.
- **125th Anniversary:** Sandy reported that the planning committee has decided not to schedule any events until 2022. This is because of concerns that the Covid-19 situation may not allow for in-person gatherings before then. She is working with Jess on a calendar. They may re-publish an updated version of what Charlie Burns did for the 100th anniversary. The next meeting will be in January of 2021. Jess has done a tremendous job of identifying materials and organizing the archives. Becky said that when she submitted the LSTA grant, the activities for the 125th were part of the submission.
- **Storage Shed:** The Friends do not need it for anything. The Town Administrator reports that since the Farmers Market is part of the Town there are no liability issues associated with their use of it.
- **Library Policy review:** Full discussion of the revised draft of the Collection Development Policy was tabled until the next meeting. Steve asked that any comments be e-mailed to him. Everyone can now access the Trustee shared Google Drive.
- **Patio:** Jess and Sandy found additional plot plans in the archive. Steve will pick them up and coordinate with the Town's Planning Department to have them digitized.

New Business:

Evaluation of Becky's performance in 2020: Becky presented the Board with her accomplishments related to her 2020 performance objectives. Despite the uncertainty and disruptions caused by Covid-19 shutdowns and safety protocols, Becky showed tremendous flexibility and initiative. She did an excellent job of meeting all her stated performance objectives for 2020. Elisa will collate the Board's comments about each individual goal and draft a letter to the Town Administrator for Joyce to sign.

Next Meeting: The next meeting will be held January 7th 2021 at 5:00 pm via Zoom.

Adjourn: Steve moved that the meeting be adjourned. Elisa seconded. By a roll call vote, all approved. The meeting was adjourned at 6:30 pm.

Respectfully submitted,
Stephen Mullen
Secretary