Lanesborough Trustee Meeting Minutes

Lanesborough Public Library

June 3, 2021

Attendees: Sheila Parks, Diana Maruk, Kacy Westwood and Sherri Wilson

Meeting called to order at 6:12pm.

The April 29, 2021 meeting minutes were reviewed and accepted.

**Director’s Report:**

* The reopening of the library was discussed. Sheila attended the May 26, 2021 Lanesborough Board of Health meeting to be kept apprised of current recommendations and to inform the board of her re-opening plans and protocols. Refer to BOH minutes for specific recommendations made from the BOH. The library opened again, with shorter hours, to the public on June 1st, 2021 with browsing allowed without appointment. Curb side delivery is still available if a patron desires this service. Computer use is by appointment only for now. Masks will still be required inside the library and cleaning and distancing will also still be maintained. The public will continue having no access to the bathrooms or Town Hall though the library at this time.
* The new library mask policy was revised and accepted. A copy, as with all policies, can be found at the library and online.
* The end of the year spending was reviewed. Sheila is working towards spending the budget as items become available again with reopening from the pandemic shutdowns. She plans to purchase more e-books and to acquire a digital subscription of The Berkshire Eagle.
* Christine is on vacation until mid-June and until then Sheila and Ryan are the only working staff.

**Old Business:**

* An update on the panic button and library security was discussed. Sheila emailed Chief Timothy Sorel regarding the panic button for the library and was told of a draft of an Emergency Action Plan for Town Hall that needs to be revised and implemented which will include library safety needs. The Town Manager needs to complete an action plan with recommendations from the police chief to move forward.
* Volunteer positions in the library will be reinstated soon to those who have shown an interest in the past. Volunteer interest forms are also now available.
* Diana Maruk’s term as a Library Trustee is ending, so a good bye and a thank you were extended to her.

**New Business:**

* The new Trustee will be invited to the Trustee July meeting after Town elections on June 15th.
* A discussion, based on Governor Baker’s recommendations and ending the State of Emergency decision, ensued regarding remote meetings versus in person meetings in the future. This topic will be revisited as things continue to evolve and as the State makes decisions regarding remote meetings. The next Trustee meeting will be via Zoom with the date to be determined.
* Copies of the Town Annual Report are available at the library, inside and curbside.

Meeting adjourned at 7:03pm.

Respectfully submitted by Sherri Wilson, Trustee secretary