

Lanesborough Trustee Meeting Minutes
Lanesborough Public Library
March 25, 2021

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

Meeting was called to order at 6:05pm.

The minutes for the January 7, 2021 meeting were reviewed and accepted.

Director's Report:

- The COVID-19 current library status remains as curbside pickup only. Inter-library loan service is improving, but damaged in transit items (like DVD's) are sometimes being delivered. The Library Director has filed appropriate paperwork for some remittance on damaged items. Next steps involve being ready to re-open the library by appointment only when appropriate for the safety of staff and patrons. Some rearranging of items, pertinent signage and making hand sanitizer available are measures being taken to accommodate further opening. Policy on enforcing mask wearing in the library was composed by the Library Director and approved by the Trustees.

Old Business:

- The library budget for FY2022 has been submitted with just under a 2.5% increase which allows meeting State Aid requirements. The Town report is due April 8th. The library submission was discussed and amended. In an effort to welcome the public back to the library and as a thank you for patron support, the Trustees discussed the idea of a grand re-opening celebration at some point in the future when the library is able to fully and safely open again. This idea will be explored more at future meetings when the time is more imminent.

New Business:

- The discussion by the Select Board on the possible re-opening of Town Hall, during their meetings held 3/8/21 and 3/22/21, was reviewed and noted that Town Hall will remain closed to the public for the time being.
- A sample Collections policy from another library was reviewed and discussed. It will be used as a guide to draft our own Collections policy which will be discussed at the next meeting. Sample Patron Conduct policies were also reviewed and discussed to be drafted for review at the next meeting. Cell phone use and child supervision policy will be included in the Patron Conduct policy.
- As Diana Maruk's term as a Library Trustee ends in June, Trustee recruitment discussion ensued as to how best to reach the community to inform them of the vacancy in hopes of attracting an interested party. Information describing the roll of a Library Trustee and the need to fill the position will be posted in various places, both virtually and physically on the library door and at the Town Post Office.

The next meeting for the month of April is to be determined.

Meeting adjourned at 7:16pm.

Respectfully submitted by Sherri Wilson, Trustee secretary