

# **Minutes of the Trustees of the Lanesborough Public Library**

## **Thursday, March 31, 2022 @ 3 pm**

**Meeting Called to Order 3:02 pm**

**Minutes-** 2/16/2022 & 1/26/2022 accepted as amended

### **Director's Report**

- Update covid policies/procedures-discussion as to whether current Covid policies should be changed. Director is considering allowing some programming and meetings within the library with a continued mask requirement. There was some discussion regarding the need for/ effectiveness of plexi screens as studies show they can decrease airflow and are less effective than originally believed. Director and staff would prefer to keep for the time being, helpful as a physical barrier to ensure "personal space" and the library high ceilings may help mitigate the ventilation/airflow concerns
- information from local and county health reps- no new guidelines that would change library policies. Director will continue to monitor community #s. Continued concerns for unvaccinated children.
- increase indoor programming discussion- could we ask for proof of vaccination for programs? Director states this puts too much pressure on staff to "police visitors"
- upcoming programs/events- possible or planned events are as follows: Summer Reading Program (programs and events tbd depending on covid concerns and/or restrictions), Storywalk at Mt Greylock Visitor Center, Christy Butler (local author, Berkshire Destinations), Puzzle Swap (facilitated by community member at library), Game Day, Tech Support Night in future? Scavenger Hunt or Geocache? Director will research..
- The Library Report was submitted for the Annual Town Report
- Discovery Books donation bin- no new updates.

### **Old Business**

- Budget update- The Town Administrator previewed the upcoming budget with the SB and included an explanation of the library request for higher staff wages, increased hours for Director, as well as a mechanism for paid sick time for part-time staff (TA plans a change to policies to include PT earned sick time that is pro-rated). There were no concerns raised by SB members.
- Finance Committee- Director has reached out to the Finance Committee to see if she needs to meet with them to discuss an increase in library budget. No reply as of yet.

- Town Meeting- Director will plan to have numbers and explanations of budget increase ready for any discussion at Town Meeting on 5/21/2022.

### **New Business**

- Annual Town election (6/21/2022) & Trustee seat- Kacy's seat is up for re-election. She will take out papers to get signatures (20 needed) to be on the ballot for the next term
- Potential staff evaluation form- ongoing discussion.. Will staff also do a self-evaluation? It was noted that regular staff evals will be helpful in terms of asking for support from the town financially, something concrete to show officials in terms of staff duties and performance.
- Trustee Director evaluations were discussed with the Director.
- Goals and Objectives will be an item on the next agenda
- The next meeting date in May will be determined at a later date

**Meeting adjourned** (time of adjournment was not noted)