

BELMONT PUBLIC LIBRARY
MEETING OF THE BOARD OF LIBRARY TRUSTEES

BELMONT, MASSACHUSETTS
April 1, 2020

DATE: May 11, 2020
TIME: 2:22 PM

Chair Kathy Keohane called the regular meeting to order at 7:01 p.m. The meeting was held as a teleconference meeting through Zoom technology as a result of the Covid-19 related order preventing gatherings. Also present were Trustees Elaine Alligood, Mark Carthy, Gail Mann, Corinne McCue Olmsted, and Mary Stearns and Director Peter Struzziero. Two members of the Library staff attended the regular Meeting.

Chair Keohane thanked Director Struzziero and the entire Library staff for their creating efforts during the Covid-19 crisis in helping patrons to access services remotely and digitally.

Minutes:

The Minutes of the Trustees' February 13, 2020 meeting were approved on a motion by Trustee Mann, seconded by Trustee Alligood, and voted unanimously.

Library Operations and Director's report:

Chair Keohane reported that she and Director Struzziero met with the Capital Budget Committee to discuss the Library's requests for fiscal 2021 with respect to fire safety and air conditioning maintenance. A discussion was held with the Committee concerning deferred maintenance and options for the fire safety system. Coming out of the discussion, a quote was requested and received for installing heat sensors under the eaves.

Director Struzziero referred to his detailed report included with the meeting materials. He presented a summary of the prior two weeks, noting that staff members rotated attendance in the closed facility but are increasingly working from home.

Director Struzziero reported that presently all staff, including part-time staff, are being paid, but that is subject to change. He discussed staff vacancies, including a children's librarian and that the Teen librarian has announced that she is resigning and moving out of state. No hiring freeze has been announced, but Director Struzziero is holding off on further posting and interviews for open positions. He noted that a new set of reviews for the pending FY 2021 budget is pending.

Director Struzziero reported that he has made available to staff a zoom account to roll out virtual programming, noting that negotiations are underway with performers to accommodate these changed circumstances.

The Trustees agreed to meet again via remote video/audio conference at 7:00 p.m. on Wednesday, April 29, 2020.

Trustee Mann then moved that the meeting move into Executive Session, seconded by Chair Keohane. The roll call vote to move into Executive Session was as follows: Trustee Alligood: aye; Trustee Carthy: aye; Chair Keohane: aye; Trustee Mann: aye; Trustee Olmsted: aye; and Trustee Stearns: aye.

Trustee Mann moved to adjourn the regular meeting after the Executive Session, and Chair Keohane seconded the motion. The regular meeting adjourned at 8:21 p.m.

The next regular meeting will be held via video/teleconference on Wednesday, April 29, 2020 at 7:00 p.m.

Respectfully submitted,
Gail Mann, Secretary

Exhibits:

- Agenda – April 1, 2020
- Minutes- February 13, 2020
- Director’s Report – April 1, 2020