

Minutes

EAST HADDAM LIBRARY SYSTEM

Sept 10, 2020

On-line Meeting

6:30 PM

Trustees Present: Dawn Barlow, Janine Broe, John Bielot, Chris Vanvalkenburg,
Jane Chisholm, Bill Barney, Juliana Tryon Ranaudo.

Trustees Absent: Chris Delisle, Vicky Riley Pach

Also Present: Michael Gilroy, Library Director

1. Call to order

The meeting was called to order of D Barlow at 6:38 PM.

2. Review Minutes from Aug 13, 2020 meeting

MOTION made by D Barlow/Bielot to amend the minutes of August 13, 2020, Section 4b, by adding to line one, after the words, "and approved" the actual vote, '5-0-0.' Amendment approved 6-0-0. MOTION by D Barlow/JBielot to approve the minutes of August 13, 2020 as amended. PASSED 7-0-0.

3. Reports:

a. Director's Report

i. Pandemic closing: Progress is being made on safety requirements for re-opening the library buildings (see 4a below), curbside pick-up service continues at both libraries. Staff members from both branches have spoken with dozens of library users who were disappointed/frustrated by a newspaper article erroneously stating that our reopening date would be August 31st. The interactions confirm the value and interest the community has in the libraries.

ii. Staff: Jennafray Haentjens, a top candidate last year and active volunteer at EHFPL, will be starting on September 28th as full time staff.

iii. Programs: The program committee is meeting to discuss various fall program ideas.

iv. Reopening preparation:

Rathbun public seating has been relocated to the meeting room, the historical room, and the book nook; the 3 areas will be closed to the public upon re-opening.

EHFPL - Public seating has been moved to the town office building for storage. There is a new open-floor plan in the Children's department, also made bright and cheerful by staff members Anastasia, Hannah, and Amanda.

v. Setbacks: Plexiglass supply has been a critical component in reopening delays and false starts, and outside of the control of the library staff. While the re-opening needs addressable by the library staff have been enthusiastically supported and creatively addressed, including remodeling, furniture moving, even weeding the public curbside, and they appreciate the value of the additional work (plexiglass dividers etc) needed, there has been a certain amount of frustration/embarrassment associated with the re-opening delays imposed by circumstances beyond their control.

b. Subcommittee Reports

Finance committee met Tues. Sept 8, and minutes are being prepared.

Additional approaches were discussed for possibly recouping some of the costs for services/subscriptions unused due to closure; MGilroy has made contact with Ancestry.com, for instance; resolution to be determined.

Attendance at the upcoming Board of Finance meeting on Sept 14 (7:00 PM) was encouraged (The meeting plans include limited in person attendance at the Municipal Complex, to be supplemented by electronic video conferencing on YouTube).

4. Unfinished Business

a. Library Reopening Plan

The last remaining requirement for re-opening both libraries is finishing the installation of plexiglass dividers at staff desk areas. Several pictures were presented that show the high quality of the ongoing work. The remaining work awaits plexiglass supply, and may be finished as early as this weekend.

b. Library Board 2019 Effectiveness and 2020 Goals

i. E-Mail: Michael will check that email address are up to date on the newsletter list.

ii. Programs for Life Long Learning: Programs are being discussed in Program Committee.

iii. EHFPL 100 year Celebration: Michael will set the website of EHFPL to include older photos, and information; and include the suggestion to tie it in with the pandemic re-opening.

iv. Support town in creating a plan to address current needs and future development of the EHLS: Board members will attend Boards of Finance and Selectmen's meetings (and Strategic Needs Roundtable) to incorporate information on town needs, and plan for capital budget.

v. Community Involvement: The patron base is expanding, due to new patrons during building closure. Roles and goals were discussed based on current restrictions of group meetings.

c. Donation request: DBarlow made the MOTION, C Vanvalkenburg seconded: that the BOT accept the Donation letter as written, with the addition of the PO Box and hyperlinks. The Motion passed 7-0-0.

5. New Business

a. Review Program Role and Effectiveness: 21 Sept Meeting planned, for discussion of programs, including any changes associated with transition to building openings.

b. Staff Appreciation: was discussed.

6. Audience of Citizens: no input from citizens was received.

7. Adjournment at 8:01 PM without objection.

8. The next Meeting will be on October 8, 2020, at 6:30 PM, held by ZOOM online.