

**Attleboro Public Library Board of Trustees  
Meeting Minutes - May 13, 2020**

Due to COVID-19 there are state and local restrictions on gatherings resulting in this meeting being a virtual Board meeting on the Zoom Conferencing platform. The meeting was called to order by Board President Charlie Oliver at 6:00 p.m.

**ATTENDEES**

Trustees: Linda Binns, Beth Gould, Diane Mangiaratti, Charlie Oliver, Mahesh Patel, Tobey Reed, Eileen Struminski, Tricia Svendsen

Library Director: Chris Johnson

Library Staff: Carol Waite

**MINUTES**

Minutes of the March 11, 2020 meeting were approved.

**BUSINESS REQUIRED BY LAW**

Charlie read aloud the notice stating that this virtual meeting would be open to the public through the Zoom Conferencing Platform.

**TREASURER'S REPORT**

There was a motion to approve Warrant #10 in the amount of \$5,335.40. It was approved. As of May 12 there was a checking account balance of \$1,562.27. It was noted that the Budget Report should be dated May 13 instead March 10.

**DIRECTOR'S REPORT**

Chris submitted a detailed written report. Here are some of the points mentioned:

- Although few staff members have been in the library over the last month and a half due to the pandemic guidelines, tomorrow she will be at the library for an onsite visit by the architect for the Building Envelope Project. The Project Manager said that there are no concerns regarding equipment in the parking lot during the repair process. Only short term use of some of the lot will be required.
- Chris reported that she will be pursuing a Harbor One grant for technology as the Attleboro Foundation directed their grant toward the Stronger Together fundraising endeavor.
- Numbers have been good for the virtual services provided by the library staff, with jumps in use of Kanopy, OverDrive and other online resources, indicating that the public is getting the notices about the extensive services the library is providing even though the building is closed.

**TECHNOLOGY COMMITTEE** - The Technology Committee is involved in getting the servers moved within the building as part of the Building Envelope Project.

**UNFINISHED BUSINESS**

a. The Building Envelope Project work is scheduled to begin in September. It is hoped that elevator work can be incorporated into the project, but approval is required.

- b. The grandfather clock is off-site undergoing repairs.
- c. A new candidate for the Board of Trustees will be contacted by Charlie.
- d. The Reading Is Fundamental grant was not funded.

## **NEW BUSINESS**

- a. Trust Funds - Charlie spoke about there being negligible change in the endowment up till May 11. In the last two days there has been a bit more negative impact.
- b. Library Reopening - The Mayor has asked city employees to return to buildings on May 18. It is possible that there will be a soft opening of the library on May 26. The Mayor will review the Library's Plan, which includes state, local and library guidelines. The library will move cautiously toward opening with awareness of cleaning, disinfecting, and Personal Protective Equipment issues. Up until now only staff for payroll, bills, maintenance and for picking up materials for virtual programs have been in the building. Since the building and materials have been in quarantine, disinfecting the building will not be necessary. Chris submitted a draft version of the Reopening Plan for the Attleboro Public Library. A motion was made to accept the Plan. The Plan was approved.
- c. FY 2021 Municipal Budget - There is a freeze on hiring, but specifics regarding the budget are not yet available.
- d. The FY 2021 Trust Budget was submitted with the changes from the FY'20 budget highlighted. A motion was made to accept the budget, and it was approved.  
Chris requested funding for two Apple iPad Pros and a green screen for Facebook Live and virtual storytimes. Approval was voted for the \$1987 purchase using funds from the Marie Chiarenza Fund.



Charlie asked Chris to tell the staff that the Board appreciates their hard work, perseverance and patience during this COVID-19 time. They are doing a terrific job!



Chris Johnson was congratulated on her new role as a member of the SAILS Board, representing libraries from communities of 25,000 and above. She will also serve as the Treasurer of that Board for FY 2021.

The meeting was adjourned at 7:09 p.m.

**Next meeting:** June 10, 2020 It is expected that it will be a virtual meeting.