

**Norton Public Library
Meeting of the Board of Trustees
Tuesday, Oct. 13, 2020
6:02 PM**

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2020 NOV 16 P 1:45

Present: Brian Stalters, Bob Berg, Lee Parker

Via Remote Participation: Lisa Daly-Boockoff, Patricia Binegar, Jill Mathieu, Robert Keating, Herb Ellison

Absent: Carol Henson, Christine LeFort

Clerk's Report: The Clerk's Report was read and discussed. Lisa Daly-Boockoff requested a correction of the spelling of her name in the minutes. Patti Binegar made a motion to accept the report with the correction; Jill Mathieu seconded the motion. Unanimously approved.

Treasurer's Report: The Treasurer's Report was read and discussed. Most items are roughly on budget. Electricity and grounds are above budget. The grounds expenses are seasonal, though, and will even out. Castro, Thresher and Oliveira got the library running on Quick Books online. Herb Ellison made a motion to accept the treasurer's report. Lisa Daly-Boockoff seconded it. Unanimously approved.

Parks: The risers on the steps of the gazebo need some attention. Ray Mathieu will look at the risers to see if they need to be power washed and painted or if they need to be replaced.

Building: Virus guards around the desks and auto flush in the bathrooms were all installed.

Director & Youth Services Monthly Report: Lee Parker made a correction to her report. There were 28 Knitting Attendees and a total of 42 adult participants. The two new employees have been working out very well.

Old Business: Conditions for employment were reviewed again with some minor clarifications.

Lee Parker suggested the library increase hours for browsing, computer use and contactless pick-up from 10 a.m. to 2 p.m., Monday through Friday and Tuesday from 4 p.m. to 7 p.m., and contactless pickup on Saturdays from 10 a.m. to 2 p.m. The Board approved of the increase in hours.

Jill Mathieu suggested the Salaries Committee reconvene. The committee will address the Library Director's contract which has lapsed.

New Business: Lee Parker suggested having a smaller, bare-bones annual meeting during this time of Covid-19. It will be held on Nov. 10 at 7 p.m., following the November board meeting. Christine's, Jill's and Carol's terms are expiring this year. This year's Nominating Committee will be Herb Ellison, Patti Binegar and Robert Keating.

The Friends of the Library asked if they could approach businesses for fundraising since they haven't been able to host their normal fundraisers. The Board suggested they should approach large businesses but avoid small businesses that have been hit hard by the pandemic.

Patti Binegar asked if the Girl Scouts could sell cookies on Sundays and Saturday afternoons in the library parking lot after library hours. The Board agreed to allow the Girls Scouts to sell from the parking lot.

Correspondence: Jennifer OKeefe sent an email asking to display a puzzle print composed of four 22" x 30" panels created by wood block artists with the theme of kindness. The Board of Trustees agreed to offer to display the work temporarily.

Bills: Herb Ellison made a motion to pay the bills; Jill Mathieu seconded the motion, unanimously approved.

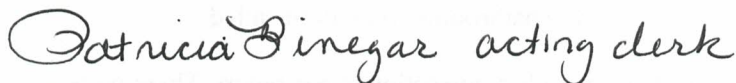
Next Meeting: November 10, 2020 at 6 p.m.; annual meeting at 7 p.m.

Adjourned: 7:23 p.m.

List of Documents used at the meeting:

Clerk's Report
Treasurer's Report
Director's Report
Youth Services Report

Respectfully submitted,

 *Patricia Pinegar acting clerk*

Lisa Daly-Boockoff, Acting Clerk



Brian Stalters, President