

**Norton Public Library
Meeting of the Board of Trustees
Tuesday, November 10, 2020
Via Remote Participation
6:02 PM**

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Present: Brian Stalters, Robert Berg, Patricia Binegar, Lee Parker

Via Remote Participation: Christine LeFort, Herb Ellison, Amanda Viana, Jill Mathieu, Robert Keating, Lisa Daly-Boockoff

Clerk's Report: The Clerk's Report was read and discussed. Herb Ellison made a motion to approve the minutes. Jill Mathieu seconded the motion and was unanimously approved.

Treasurer's Report: The Treasurer's Report was read and discussed. \$7,000 for COVID-19 expenses was reimbursed from FEMA and CARES grant. A motion was made by Jill Mathieu to accept the report and Patricia Binegar seconded the motion and was unanimously approved.

Parks: The gazebo steps were replaced by Ray Mathieu. The lights still need addressing.

Director & Youth Services Monthly Report: Things have been running smoothly, the new hires are working out well. The library is open for limited in-library browsing, computer use, as well as contactless pickup. Saturdays and evenings have not been very busy, so at this time, there doesn't appear to be a need to extend current hours. The book and movie bundles have proved to be successful as more patrons are coming into the library. Amanda has been handling all the Zoom programs, providing monitoring of the book groups, as well as co-hosting this month's popular programs, "From the Mayflower to King Philip's Indian War" with author Michael Tougias and "The Ultimate Red Sox" with journalist Marty Gitlin. She has been responsible for Facebook ads. The park was used throughout the month by our knitting group, CFCE events, as well as several princess visits. A cable grant was submitted for virtual programming tools to help create virtual programming and other promotional needs. Patrons have been using the self-checkout kiosk which has proved popular and useful. When Norton went into the red zone, the Health Agent's comments were discussed and staff felt safe with the level of support from management and Trustees. The police have begun their training classes using the Community Room. They are adhering to the COVID-19 guidelines as well as cleaning/fogging the room and restrooms upon exiting. They are very appreciative for the use of the space.

The Youth Services were able to provide awesome services which included creating a video to share on social media for the Grab & Go bundles for children and young adults which comprised of books and movies for those age groups. Educators both in the public and private schools in town which included the Norton Head Start and area preschools were provided a detail of the curricular support that the library can offer. Several high school students reached out for help with their National Honor Society applications which included community service hours and documentation letters which Leah was able to provide. Wheaton reached out for support about disability representation in picture books. A teacher reached out in need of recommendations for read-a-loud books for reluctant high school readers, which was gladly provided. It's time to begin planning the 2021 Summer Reading Club. Thank you to the Friends for funding what the MLS voucher did not cover.

Old Business: Norton is now in the Yellow Zone so we will continue with the hours and services as they are.

Bills: Herb Ellison made a motion to pay the bills, seconded by Patricia Binegar, unanimously approved.

Next Meeting: December 8, 2020 at 6:00 pm.

Adjourned: 6:42pm.

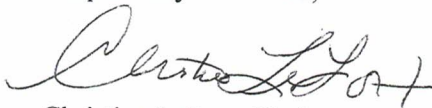
List of Documents used at the meeting:

Clerk's Report

Treasurer's Report

Director's & Youth Services Reports

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Christine LeFort".

Christine LeFort, Clerk

A handwritten signature in cursive script, appearing to read "Brian Stalters".

Brian Stalters, President