

Falmouth Public Library Minutes for June 9, 2020
Meeting of the Board of Library Trustees

Falmouth Public Library,
300 Main Street, Falmouth MA 02540

Via Zoom

Present: Trustees Sylvia Szulkin, Kathie Mount, Jenifer Alai, Kathryn Elder, Margaret Finnell, Judith Fenwick, Lindsay Hopewood
Linda Collins, Library Director, Jennifer Woodward, Assistant Library Director
Guests: Len Miele co-chair Friends of Falmouth Library, Marcia Easterling League of Women Voters Observer, Bob Ripley chair Support Fund, Brad Cole reporter Falmouth Enterprise

Meeting was called to order at 6:39 by the chair

1. Public Comment

- a. Request for use of Library Lawn by Donna Buckley representing the Falmouth Village Association to provide movie nights on the lawn Wednesday evenings. Public service messages and signs will be posted regarding social distancing and COVID precautions.

Motion by S. Szulkin to approve the application as written for 10 weeks beginning July 1.

Seconded by K. Mount

Unanimously approved

- b. Request for use of Library Lawn by Peter Johnson-Staub on behalf of Falmouth Select Board to place up to 6 picnic tables (x 8 people each = max 48 people) along the sidewalk on the library lawn. All library policies will be adhered to including no alcoholic beverages on the lawn.

Motion by S. Szulkin to approve up to 6 tables, not to exceed 4 people per table, to be placed by the town on the library lawn for use by the public including use by food purveyors. Appropriate signage will be developed by the applicant and library director. This use is approved through Columbus Day when re-assessment will follow to grant further use.

Seconded by K. Elder

Unanimously approved

2. Reports from Library Support Groups

- a. Report from the Friends of the Falmouth Public Library – Len Miele. Annual booksale was cancelled and hoping for a huge Christmas sale. Amazon book sales continue to bring in revenue.
- b. Report of the Falmouth Public Library Support Fund – Bob Ripley. The Support Fund group would like to rejuvenate the named brick program and to work towards making the library lawn more of a park with free Wi-Fi.

3. Reorganization of the Board of Library Trustees

- a. Election of Officers.

Motion by K. Elder to nominate J. Fenwick as chair

Seconded by L. Hopewood

Unanimously approved

Motion by J. Fenwick to nominate S. Szulkin as vice-chair

Seconded by K. Mount

Unanimously approved

After discussion of Duties of the Secretary (Bylaws Art. III, Section 4)

Motion by J. Fenwick to nominate K. Elder as secretary *if* a hired minute taker is secured

Seconded by L. Hopewood

Unanimously approved

Motion by S. Szulkin to nominate M. Finnell as treasurer

Seconded by J. Fenwick

Unanimously approved

- b. Committee assignments will be taken up after a form is circulated to gather interest.
 - c. Proposal to request minute taker from Town Hall - Judy Fenwick
4. Treasurer's Report – Margo Finnell
- a. Annual report of FY2021 Trustees Budget is being prepared by L. Collins and Margo Finnell due mid-July for submission to Town Hall. A request to the Massachusetts Emergency Management Agency (MEMA) will go out to cover items related to COVID items.
5. Library Director's Report – Linda Collins
- a. Phase I - Outside Pickup only. Currently used by 50-75 people/day
 - b. Phase II & III as allowed by the State and local officials: chairs and computers removed, browsing would only be allowed in stacks, number of people per room would be monitored and controlled by staff. Phase III would be full service with chairs returned and computer use restored. Only possible when the state, MBLC, CLAMS, town administration, Falmouth select board and Falmouth health agent indicate that it is safe to do so.
 - c. East Falmouth Update. New carpeting installed and waiting for shelving to be delivered. Curbside pickup will open when books are returned to stacks.
6. Assistant Director's Report – Jennifer Woodward
- a. Meeting Workplace Safety Standards. The library staff are meeting workplace safety standards set by the governor and the town. The DPW is partnering to obtain COVID supplies.
7. Chair's Report – Sylvia Szulkin. Ideas for how to keep in touch with library patrons were discussed and resuming collaborations with community groups which is currently on hold due to the pandemic. Branch libraries will be asked if something can be done to facilitate outdoor use of grounds. A tool will be developed by the chair and vice-chair for board use when assessing the library director performance.
- a. Amendments of by-laws will be prepared by a subcommittee and presented to the board.
8. Committee Reports:
- Building and Grounds – Lindsay Hopewood. A purple beech tree was planted.
 - Policy Committee – Judy Fenwick will set up a meeting by phone in July

Motion to adjourn by S. Szulkin at 8:45 P.M.

Second by K. Mount

Unanimously approved

Handouts:

Request for use of Library Lawn by Falmouth Village Association, "Movie Nights"

Request for use of Library Lawn by Falmouth Select Board, "Picnic Tables - Public Use"