

Falmouth Public Library Minutes for May 12, 2020
Meeting of the Board of Library Trustees
Falmouth Public Library
300 Main Street, Falmouth MA 02540
via Zoom

Present: Trustees Jenifer Alai, Kathryn Elder, Margaret Finnell, Judith Fenwick, Sylvia Szulkin,
Lindsay Hopewood, Kathie Mount
Linda Collins, Library Director
Jennifer Woodward, Assistant Library Director
Guests: Len Miele, Bob Ripley

1. Meeting was called to Order at 6:32 PM
2. Public Comment - none
3. Reports from Library Support Groups
 - a. Report from the Friends of the Falmouth Public Library – Len Miele reported that the Friends had their first Zoom meeting. The summer book sale is cancelled and there is a lot of concern for the library staff. Book sales via Amazon continue.
 - b. Report of the Falmouth Public Library Support Fund – Bob Ripley reported on the continuing improvements to the North Falmouth branch made in conjunction with the town.
4. Library Director’s Report – Linda Collins
 - a. COVID-19 Response. Preparations for opening to the public were discussed, Plexiglass has been installed on all desks and furniture has been arranged to maintain social distancing. A touch-free self-checkout is planned. There are unanticipated expenses in all branches.
 - b. East Falmouth Project is ongoing. Shelving will be delivered June 3rd and new carpet is coming. The shelving needed to be replaced to be safer, lower and wider. This was paid for with \$26,000 from state aid. The East Falmouth branch's exterior was vandalized with the brickwork and bluestone smashed. There was video but a higher quality surveillance system is now on order with motion detection lighting.
5. Assistant Director's Report – Jennifer Woodward
 - a. Staff Update. The staff is stressed. The staff are working from home except for one day a week being at the library and maintaining distancing. Staff training is ongoing.
 - b. New programs: “The Postcard Project”: postcards have been sent by Library staff to patrons in the last month to remind them to stay in touch. Falmouth at Home was implemented to document what is happening in town during the pandemic.

Patrons and staff are encouraged to share what they are reading and listening to during the stay-at-home time of the pandemic. Children's craft projects are available weekly for curbside pickup to do at home with family.

- c. All events are cancelled through July. Wi-fi is being strengthened to reach the lawn. Curbside pick-up is being considered for all branches. Cleaning and disinfection practices are also being refined and supplies purchased to keep surfaces clean when open to the public. Wearing of face masks is required and enforced by the staff.
6. Treasurers Report – M. Finnell reported that investments were down. New public access computers were received and being prepared for placement in the reference room. Margo suggested the board should do something for staff appreciation day. A mailing of cards will be organized by K. Mount and will include a gift certificate for the staff from the French bakery on Main Street.

Motion to adjourn at 7:51 PM made by K. Mount
Seconded by J. Fenwick
Unanimously approved