

MINUTES OF THE PEABODY INSTITUTE LIBRARY TRUSTEE MINUTES

Wednesday, July 15, 2020 via Zoom

Present: Julie Curtis, Charles Desmond, Christi Farrar, Michael Hagan, Joan Hagerty, Frank Herschede, Donna Hopkins, Alexander Lent, Jennifer McGeorge

Call to Order: The July 15, 2020, trustees meeting was called to order at 7:10 pm by Chairperson Michael Hagan.

Chairperson Hagan reviewed the letter from Governor Charles Baker outlining Open Meeting Laws and reminded us the meetings were taped.

Chairperson Report: Chairperson Michael Hagan Thanked Christi Farrar for all her efforts purchasing and delivering the gift card to the staff from Kaffmandu. He also praised the staff and other trustees for the good work they have done under such trying conditions. A call for an outside study of the Archives area was again brought up. It was decided not to hold an August 2020 trustee meeting.

Director Report: Director Alexander Lent spoke about the FY2021 budget informing us that laptops had been purchased for full time staff. Library was working with the Town Information Technology Department to get the lap tops up and working. Other topics discussed were:

COVID employee work schedules: alternating between one week in person and one week from home.

This was working well despite limitations

Quarantine method for returned materials

Replacing the batteries in the AED devices

Employee training

Senior Center and the Library were the most difficult buildings to reopen. Christi Farrar asked about use of the van and pop-up libraries. Lent advised against this.

New Business: Charles Desmond discussed the importance of digital technology that needs to be examined to promote library services to the community.

Adjournment: Where there was no other business to address, a motion was made by Charles Desmond and seconded by Michael Hagan to adjourn the July 15, 2020 meeting of the library trustees at 8:00 pm. Motion passed unanimously.

Respectfully submitted,

Julie E. Curtis
Recording Secretary

