



**Board of Library Trustees
Minutes
Friday, December 15, 2020
11:30 am**

Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/498586165>
Phone in 1-877-309-2073

Present: Martha Magane, Mary Abt, Meg Royka, , Keith Althaus,
Tricia Ford –Library Director, Anne Courtney FOTL
ABS Sally Brotman
Guests n/a

-Meeting called to order: Called to order 11:35am

-Approval of December 2020 minutes accepted with corrections moved by Keith and 2nd by Ann

sp - liaison

1 person permitted in the library at a time.

minutes should say Monday **January 21** not December.

Budget review delete Truro Central School and library
change time of Feb 1. review meeting from 4:30pm to 1:30PM

-Friends of Truro Library report

- Annual membership fundraising letter will happen.
- Expenses remain the same but fundraising is not happening to date.
- Tricia has asked for \$2000 in the annual town budget to cover programming next year.

-Library Director's report (see attached hard copy)

- selfcare bags were appreciated by the library patrons.
- Article in the Cape Cod Times and the Banner. Article from Mary Ann Costello
- Story time will be moved outside and virtually thanks to Maggie Hanelt. Hopefully this will to remind families to get outside.
- 1 person/5 hour shift is stressful on staff and patrons.
- Jan 31 written report due to town. Martha Magane is penning the document.
- Air purifier has not arrived to date.

-Revisit Town's policy on Town Manager's Powers of Appointment(#35) and absence there of Library Trustees in process of hiring Library personnel, Part B, sections 5 & 6 in particular.
Issue of trustees being left out of this policy has never been resolved. This policy leaves the Trustees out of the loop.

There is a note from Keith Althaus that was written in 2/2006 asking for a change in language that would involve the "Library Trustees in consultation with town administrator".

It appears from the current document states that all decisions for town hires would be under

the control of the Town Manager.

Action: Tricia will find out what happened regarding the policy at town meeting in 2005.

Action: Invite the new Town Manager to a Library Trustees meeting.

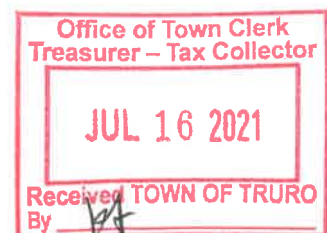
Action: Update the Library action plan.

- Any other business that may legally come before the committee for discussion at the next meeting.

Meeting adjourned: 12:16pm

Friday February 19, 11:30am next meeting of the Library Board of Trustees.

M. Mayall



Truro Public Library
Director's Report
December 18, 2020
FY2021

Statistics: Attached.

Financial Report: Attached.

Collection Development: No issues

Building Status: A new air purification system, called iWave, will be installed in the building soon to remove pathogens from the air.

Staff: Staff schedule has changed to conform to the new COVID-related regulations by the Governor. We are limited to having two staff members at a time in the library. For our remaining scheduled hours, we are allowed to work from home.

Emily Beebe informed me that as long as staff obey all protocols, we don't have to keep to our two-team staffing system. However, the staff is more comfortable with continuing the practice for now. I have agreed to continue our schedule as is, at least until circumstances necessitate a change.

Activities/News:

The fy2022 budget has been submitted to the Town Accountant with less than a 4% increase.

From the recent spikes in COVID cases on the Outer Cape, it appears that the meeting in November with Trustee Chair Martha Magane and Interim Town Manager Jamie Calise yielded the correct decision in keeping the Library at curb-side service only. Since that time most Cape libraries have rolled back whatever access to their libraries they have instituted.

Since people seem to be sick of living in "pandemia", staff is assembling about 50 "self-care" bags to hand out to patrons in the new year. Inside the bags will be some tea, a bath bomb, a piece of chocolate, and some other goodies to aid in relaxation. These items have been either donated to us or discounted by the vendors. We are very grateful for this generosity.

The outdoor furniture, donated in memory of Captain Michael Cronin, USN Retired, have arrived and at the moment the furniture is on our lower level. The pieces are gorgeous and made with remarkable quality.

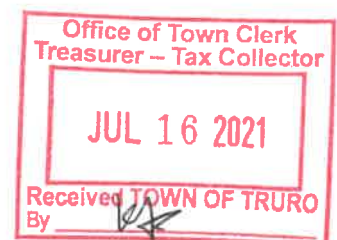
I am very proud to say that our wonderful staff has raised over \$4,700 for the Homeless Prevention Council for the COVID-version of our annual "Angel Tree". Not only is it impressive that they were able to raise that much, but the funds are especially needed this year. The HPC staff tells us that their funds have dwindled this year. Special thanks to Courtney Francis and Peter Thrasher for their dedication and kindness.

In my free time I have been envisioning a post-COVID library. Of course, it is impossible to know what will be the long-term ramifications of the pandemic, but I will try to look ahead and plan accordingly.

Happy Holidays to you and yours!

Respectfully submitted,

Tricia Ford
Library Director



2021 Meeting Room Exhibits:

January – *tba*

February – *tba*

March – *tba*

April – *tba*

May – *tba*

June – *tba*

July – *tba*

August – *tba*

September – *tba*

October – *tba*

November – *tba*

December – *tba*

Upcoming presentations and activities:

All activities are temporarily suspended

Children's Play Group	Monday mornings at 10:00 a.m. (last session May 6, will resume in October)
Children's Story Hour	Thursday mornings at 10:30 a.m.
Children's Saturday Programs	(see Footnotes/Website)
Book Groups	Truro Library Book Group (last Wednesdays) Next Chapter Book Group (<i>on hiatus</i>)
Events	(see Footnotes/Website)