

Library Committee Meeting  
Minutes  
April 20, 2021 – 7:00 p.m.  
VIDEO CONFERENCE CALL

Attended:

Lindsay Howard, Chair, Tara Burgess Edelman, Laura Klein, Krysten Morganti, Kathleen Reidy

Stephen Crane, Town Manager  
Terri Ackerman, Select Board Liaison  
Caroline Nie, Acting Library Director  
Sherry Litwack, President Library Corporation

Karlen Reed, Ingrid Detweiler (observers)

Lindsay called meeting to order at 7:10. All board members participating remotely via Zoom. Unable to record meeting due to issues with Zoom.

1. Acceptance of March 16, 2021 Meeting Minutes

Two typos were identified in the minutes and there was also a change proposed to more specifically reference the discussion of funding for staff of the new makerspace in the minutes. Lindsay will incorporate these edits.

Minutes are approved with the edits.

2. Library Corporation Update: Sherry Litwack provided an update that the library construction project is moving forward nicely. The project is on time and on budget, with the planned schedule of opening the new spaces at 151 Main Street in the fall. This includes the children's library and makerspace. The children's library will move at that time to the new space. By the end of this year or early next year, the remaining work in the current library space should be completed.

The sustainability plan is also moving forward. The Sustainability Committee recently provided members of the Town Manager's office with an update. On May 3<sup>rd</sup>, there will be a public meeting. The committee has incorporated feedback from the previous public meeting. On May 10<sup>th</sup>, the plan will be presented to the Select Board. On May 12<sup>th</sup>, the Library Corporation will vote on a draft of the plan. Sherry reported that the Sustainability Committee has been very pleased with GreenerU's level of responsiveness and professionalism.

3. Stephen Crane provided update on the open Library Director position. Caroline Nie is serving as Acting Director since Kerry Cronin's resignation. The town will move forward as quickly as possible with a permanent replacement. Part of that process will include meeting with stakeholders, including the Library Corporation, Library Committee and the Friends, to capture input on vision for the position and future direction. That will inform the shaping of the search for a new permanent director. The town is also looking at staffing requirements for the new addition and to ensure the library can re-open safely for in-person browsing.
  
4. Reopening Plan for In-Person Browsing: Caroline Nie distributed and reviewed plans for reopening the library for in-person browsing. Areas for use will be expanded from the previous opening. Everywhere except the meeting rooms and public computers will be accessible to the public when the library reopens. There will be a check-in or Greeter Desk at the Main Library's Sudbury Road entrance to ensure data collection for contact tracing. The Greeter Desk will be staffed by volunteers, who are being recruited via the Friends. Volunteers will be required to be fully vaccinated. Patrons will be limited to 45 minutes per visit with no pre-registration required. The children's room will be open for 15-minute visits per family and these can be extended, if no one is waiting. Staff members are being vaccinated and they are feeling more ready. Reopening is tentatively planned for early May. Staff will be notified of reopening two weeks prior to the date and the public will be notified one week prior to the reopening.
  
5. Acting Library Director's Report & Financial Report  
  
Committee members to review Director's Report offline and will provide any feedback.  
  
Login issues with Zoom required an early end to this meeting.
  
6. Next Meeting: May 18, 2021, 7:00 p.m.

Meeting ended 7:40

Respectfully submitted,

Kathleen Reidy