

Robert W Rowe Public Library District
Regular Board Meeting
Date: November 12th, 2020
via Zoom
Minutes Draft

Call to order: By – Sue Larson Time – 7:04 pm

Trustees present: Lesley LaRock, MaryBeth O’Hara, Jennifer Shugrue, Ilana Larson

Absent: Catherine Wise **Guests:** Patti Smith

Open Forum: None

Minutes from previous meeting: Reviewed

Financial Report: Reviewed

Minutes from Special meeting: Reviewed

Committee Reports:

- A. None - all committees on a standstill during COVID19

Special Orders:

- A. Other –none

Board Development:

- A. Chapters 1-3 “Serving Our Public 4.0” discussed
 - a. Trustee Orientation in the future with possible presentation from RAILS
 - b. Job posting requirements
- B. Other - none

Unfinished Business:

- A. Trustee Replacement Suggestions
 - a. Names discussed
 - b. Reaching out to RAILS regarding trustee terms
- B. Other - none

Old Business:

- A. New Quarantine Guidelines - Materials need only be quarantined 3 days instead of 7 days
- B. Other - none

New Business:

- A. Staff Shortage - Patti is advertising to fill open position
- B. Winter Hours Change - Motion made by MaryBeth to begin winter hours December 1, 2020; motion seconded by Lesley; all in favor; motion carried
- C. Christmas Decorating - No formal decorating this year; Patti reaching out to community with other ideas
- D. Accessibility Grant - Motion made by Jennifer to approve up to \$3500 for the 50/50 Accessibility Grant; seconded by MaryBeth; Roll Call: Lesley - Aye, MaryBeth - Aye, Susan - Aye, Illana - Aye, Jennifer - Aye; motion carried
- E. Other - none

Library Director’s Report: See report

Additional: Succession Plan discussed

Mid-year evaluation for Patti will be held in December

Adjournment: Motion made by Lesley to adjourn at 8:31 pm, seconded by Illana, motion carried

Respectfully submitted,

Jennifer Shugrue
Acting Secretary