

CHELSEA BOARD OF LIBRARY TRUSTEES

Meeting Minutes for:
Monday, June 14, 2021 at 3:00 P.M.

Attendance: Megan Campbell, Jessica Anderson, Suzanne Turner, Mark Lembke, Phyllis Hayward

- 1) Call to Order - 3:06
- 2) Public Presentation and Comments - none
- 3) Adjustments to the Agenda- add masking and Friends of Chelsea Library discussions to new business
- 4) Approval of the Minutes for the May Interim Meeting- Table approving the May 26th emergency meeting minutes until next meeting
- 5) Treasurer's Report - motion made and seconded to accept the treasurer's report
- 6) Update from the Librarian Hiring Committee
 - a. The hiring committee has begun the interview process
 - b. Hoping to have new director start July/ August, may need plan on having subs for an additional month
 - c. Currently we have subs scheduled through July 1
 - d. Mark will touch base with Jessamyn to talk about scheduling subs going forward
- 7) Old Business
 - a. Library Art Exhibits - Suzanne is willing to head the effort to display art on the walls. Discussed putting up work for the summer in a more informal way. Thinking about having an opening in the fall that could coincide with a welcoming gathering for the new librarian. Thinking about themed exhibits
 - i. Discussed adding a permanent exhibit, will look at pictures and discuss further at the next meeting
 - b. July Book Sale -
 - i. Jess will check in with Casey to see where we are at with planning for the book sale and what need to happen

- ii. Sales will be by donation this year
 - iii. Mark will arrange to have the books that don't sell picked up (hopefully on Monday the 12th)
- c. Posting and Archiving Trustee Records - Jess will look into ways to create a google account for the trustees and move archived files from zip drive to cloud

8) New Business

- a. Library Director Contract Discussion
 - i. Phyllis will check with the town about finding a written insurance policy to help guide us in this area
 - ii. Megan will look into language around paid/unpaid leave
 - iii. We will discuss further at July meeting to figure out the what language we want to update in the contract
- b. Librarian Hiring Procedure/Scheduling Hiring Meeting - the hiring committee's recommendation will be ratified by the whole group. Discussed the option of holding an emergency meeting before our July meeting if need be
- c. Librarian Orientation and Training Plans - Mark will check with Jessamyn to to see if she would be willing to train new librarian this summer
- d. Masking- motion made and seconded to lift the mask mandate on midnight, Tuesday June 15th. Patrons are still welcome to wear masks if they choose. Mark will take down the masking signage at noon on Wednesday
- e. Friends of Chelsea Library discussion- Discussed ways to support the Friends committee in restarting. It is our wish that they are able to reform and support the library as they have so well in the past. Nonprofit status will need to be reapplied for. Suzanne will call Cheryl to see if she'd be willing to call one last meeting of the friends to reorganize and make some plans going forward.

9) Adjourn - 4:10 pm

10) Future Meetings:

- a. July 12, 2021
- b. August 9, 2021
- c. September 13, 2021

