

# **CHELSEA BOARD OF LIBRARY TRUSTEES**

Meeting Minutes for:  
Monday, March 29, 2021 at 6:00 P.M.

Attendance: Megan Campbell, Jessica Anderson, Elizabeth Morrison,  
Suzanne Turner, Mark Lembke

- 1) Call to Order - 6:05pm
- 2) Public Presentation and Comments - none
- 3) Adjustments to the Agenda - none
- 4) Approval of Minutes for the April Meeting- motion made and seconded to approve the meeting minutes from April
- 5) Treasurer's Report - Briefly discussed the treasurer's report that Phyllis shared. Motion made and seconded to approve the treasurer's report
- 6) Librarian's Report
  - a. Statistics (patron visits and circulation numbers) remain stable when compared to the past couple of months
  - b. Generation Connect Book Club had many people sign up. Discussion and calligraphy lesson are coming up soon.
  - c. "New books" section on website is being checked often and is appreciated
  - d. Discussed how COVID protocols have been going. Will add some clarifying language to our policy to make it clear that to adhere to the state's guidance people without masks will not be able to come into the library, they can be served at the window.
  - e. Discussed how we can recognize a longtime volunteer who is moving out of town. We will purchase a gift card to be given along with a card of thanks
  - f. Motion made and seconded to approve the librarians report
- 7) Old Business
  - a. COVID Planning, Open for Browsing
    - i. Opening up for browsing on a limited basis (4-6pm) has been going okay. We will stick with this for now. Will revisit again next month

- b. Tech Grants- Elizabeth has prepared fliers to promote the community discussions that will take place on Thursday, May 27th at 10am and 6pm. Mark and Suzanne are available to help that day with the presentations. A survey (online and print) will be available to gather feedback from those who aren't able to attend but would like to give feedback
- c. Summer Reading
  - i. Will have a booth at the Farmers Market - new themes and activities each week (June 11th- August 13th, excepting the week of July 4th)
  - ii. VINS is scheduled to come and do a reptile presentation

#### 8) New Business

- a. Archiving Library Trustee Materials
  - i. We agree that we should move archive materials to the cloud (Google Drive?). Will begin to tackle moving materials from the thumb drive to the cloud
- b. Library Art- discussed restarting the rotating art exhibits. Once we are open again full time we would like to have art back on the walls! Will check back in at next months meeting
- c. July Book Sale - Casey is willing to organize the books for the Flea Market book sale. A couple of weeks before the sale we will put out a call for book donations.

#### 9) Adjourn- 7:00

- 10) Future Meetings:
  - a. June 14, 2021
  - b. July 12, 2021
  - c. August 9, 2021

The Library welcomes public participation at all Trustee meetings. Meetings are accessible weather permitting on the Chelsea Green or via Zoom. Please contact [meganbrehaut@gmail.com](mailto:meganbrehaut@gmail.com) for connection info.