

CHELSEA BOARD OF LIBRARY TRUSTEES

EMERGENCY MEETING Minutes for:
Monday, May 17, 2021 at 6:00 P.M.

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

- 1) Call to Order - 6:06pm
- 2) Public Presentation and Comments - none
- 3) Adjustments to the Agenda - none
- 4) Approval of the Minutes for the May Meeting - motion made and seconded to approve the May meeting minutes
- 5) Hiring a New Librarian
 - a. Reviewed and updated the posting we will use
 - i. Jess will post in the print media (Herald, 7 Days, Valley News). Megan will post to online library listservs
 - b. Discussed reaching out to the individual who trained Elizabeth to see if she would be willing to assist during the transition; possibly mentor a new hire
 - c. Will ask Elizabeth to put together something outlining existing grants and deadlines, other important library knowledge to pass along
 - d. Discussed appointing a substitute to oversee the summer program. Megan will reach out to some of our subs to see if they are available to take that on
 - e. Will meet with Elizabeth on Wednesday the 26th, 3-4pm to check in on transition. Library will be briefly closed during that time
 - f. Discussed ways we can recognize Elizabeth's service and say good-by
- 6) Changes to the Mask Mandate and Library Mask Rules - NO changes at this time. Will discuss at upcoming meetings
- 7) Adjourn - 6:59

8) Future Meetings:

- a. **May 26, 2021 - 3-4 pm**
- b. June 14, 2021
- c. July 12, 2021
- d. 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 for connection info.