

CHELSEA BOARD OF LIBRARY TRUSTEES

August 10, 2020 at 7:00 P.M.

Via Zoom Conferencing

Attendance: Phyllis Hayward, Megan Campbell, Jessica Anderson, Elizabeth Morrison, Mark Lembke

- 1) Call to Order - 7:03
- 2) Public Presentation and Comments - None
- 3) Adjustments to the Agenda- none
- 4) Reports
 - a. Action: Approval of Minutes for July-
 - i. Motion made and seconded to accept the minutes for July
 - b. Action: Approval Treasurer's Report- Motion made and seconded to accept the treasurer's report
 - c. Librarian Report-
 - i. 236 patrons utilized the window service
 - ii. 491 items were checked out
 - iii. Printing has been a popular service
 - iv. Interlibrary loans have also been popular
 - v. Elizabeth set up a booth at the farmers market to sign up people for the summer reading program
 - vi. On August 22nd the Funnery will be hosting a special 2-hour virtual (Zoom) workshop for kids, more details to follow
 - vii. Starting soon Elizabeth will be offering browsing by appointment. She will start to advertise this service soon.
 1. Browsing slots will be 30 minutes each
 2. Materials will be cleaned between appointments
 3. Elizabeth will order extra masks in the event that a patron needs one
 - viii. Motion made and seconded to accept the librarian's report
- 5) Old Business
 - a. Browsing by appointment
 - i. Elizabeth is finalizing the plans for appointment browsing and potential computer usage
 - b. Cleaning and Supplies
 - i. We seem to have an ample supply of cleaning supplies
- 6) New Business
 - a. New Board Member Search
 - i. Elizabeth will advertise the opening in the paper, FPF, and the

newsletter

- b. Board positions, potential reorganization, trustees will remain in current positions for now
- c. Fundraising during COVID
 - i. The annual appeal will happen in November. We will add additional information about the variety of ways that people can give to the library (i.e memorial giving)
 - ii. Discussed the idea of hosting a book sale (outside) in September, will look into this further

7) Adjourn- 7:56pm

8) Future Meetings:

- a. September 14, 2020
- b. October 12, 2020
- c. November 9, 2020