

July 2, 2020
Boa4d of Library Trustees
Gladys E. Kelly Public Library

Minutes

In attendance: Sue Buehler, Mary Chabot, secretary, Rich Franas, Vice Chair, Rena Klebart, Chair, Martina Koziak, Nancy LaFramboise, Treasurer, and Evelyn Pappas

6:03pm Meeting Called to Order

Pledge of Allegiance
Brief introductions of Board Members.

6:08pm Approval of June 2, 2020 minutes

Rich moved accept the minutes as read, seconded by Nancy; approved by voice vote. Sue, Martina and Evelyn abstained as they didn't attend the meeting.

6:09pm Reorganization

Nominated Slate of Officers for FY 2021
Rena Klebart, Chair
Rich Franas, Vice Chair
Nancy LaFramboise, Treasurer
Mary Chabot, Secretary

Rich moved to vote for the above-listed slate of officers, seconded by Sue. Unanimous yes vote.

6:12pm Financial update

The Municipal budget and salaries were approved by the town, Amanda stated. The \$2000 maintenance budget was increased to \$14,000 which includes maintenance contracts. Our electric allowance was dropped to \$6000 from \$40,000. There were no pay increases at this time. She also clarified that Trust Funds belong to the Library, and are not to be used for the operating budget. If we are not fully funded by the Town, we could be eliminated from the MBLC along with all its benefits, such as CW/MARS. Nancy, Tim, Rena and Amanda will review the Trust Funds and budget.

Currently Bartholomew Financial Advisors is holding the funds, as well as the Town's funds. Rena asked if we could investigate moving the funds to Greater Worcester Community Foundation; their focus is on non-profits. Rena will investigate, and this project will be taken up again in August. There is \$494,439.11 in the funds as of 3/31/2020, representing a loss of \$14,568.34 from the last quarter of 2019.

6:29pm Trustees handbook roles and responsibilities

We have received updated handbooks. Rena reminded us that Trustees are to be treated with respect and professionalism so we can work effectively. The management is the Director's business, while the Trustees provide framework and make financial decisions. We are to have

open and honest discussions. Rich reminded us that Open Meeting laws must be followed. Rena said that we must make sure we are not inadvertently violating Conflict of Interest rules.

6:38pm Phases of Governor Baker's re-opening plan

Amanda said that the Cares Act finishes 7/31/2020. We plan to reopen for August 1st, following Governor Baker's guidelines and the MBLC's. Briefly, no more than 25 people can be in the Library at any one time. Every other computer can be used, and will be thoroughly cleaned after use. The Children's Room toys have been cleaned and locked away.

Rena commented on the excellent article Amanda wrote for the newspaper. The Library has been very busy, and Amanda said there were 18 messages just one morning.

6:45pm Adjournment

Nancy moved to adjourn, seconded Rich; approved by voice vote.

Sincerely,

A handwritten signature in cursive script that reads "Mary L. Chabot".

Mary L. Chabot
Secretary