

Agenda
Saugus Public Library
Board of Trustees
June 10 Virtual Meeting 6 PM

Laura Flynn-Secretary
Andrea Bell—Trustee
William Ferringo—Trustee
Mike Sullivan—Chair
Gail Murray—Pending Reappointment

Posting Date: June 7, 2021

Meeting Date: June 10, 2021

Time: 6:00 PM

Place: Virtual Meeting (State of Emergency Exemption)

Join Zoom Meeting

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Posted By: Michael Sullivan, Chair

Meeting Agenda:

1. Call to Order
2. Roll Call
3. Approval of the Minutes for the May Meeting
4. Public Comments
5. Monthly Financial Statement
6. Library Director's Report
7. Old Business
8. New Business A. Staff Appreciation Outing

B. Working to fill two open board seats (4/6 seats filled)

C. Meeting again in September??

9. Public Comments

10. Adjournment

Minutes
Saugus Public Library Board of Trustees
June 10, 2021
Virtual Meeting 6 PM

Michael Sullivan- Chair
Laura Flynn-Secretary
Andrea Bell—Trustee
Bill Ferringo--Trustee

Posting Date: @@, 2021

Meeting Date: June 10, 2021

Time: 6:00 PM

Place: Virtual Meeting (State of Emergency Exemption). Recording available on request to the Chair.

Posted By: Michael Sullivan, Chair, Board of Trustees

Call to Order—6:00 PM

Roll Call: Present; M. Sullivan, B. Ferringo, L. Flynn, A. Thibeault, Library Director, A. Bell

1. **Approval of the Minutes from the May Meeting: Motioned by** Trustee Bell, seconded by Trustee Ferringo, none opposed, passed unanimously.

2. **Public Comments:** None. Future Trustee member Sabrina Jaeger joined as a member of the public.

3. **Monthly Financial Statement** presented by Director Thibeault (see attached). Dir. Thibeault reviewed the financial summary with the Board. He reported that it has been expensive to prepare to reopen to the public and cited the purchase of stations. He also reported that the Library would be Ok financially and that the final FY21 numbers will come in where they have in the past years.

4. **Library Director's Report** presented by Director Thibeault (see attached). Dir. Thibeault reported that Saugus Public Library reopened to the public on Monday, June 7th at 9am. All library staff have returned to in-person normal business hours since May except for one employee, who will remain out of the library due to health reasons, but not working remotely. The Library will not be hosting any in-building events, but hopes to have some outdoor programming during the summer. The Library will continue to host some virtual programs. Dir. Thibeault reported that he was hopeful that this fall we could bring people back into the community room for in-person events. Currently, our Board of Health has mandated face coverings in all municipal buildings along with social distancing requirements. Dir. Thibeault reported that the play area in the Children's room is closed, some public computers have been taken out of rotation and that excess seating has been removed. There is no food or drink allowed in the building until the face coverings can come off. Over the next few months, we will probably see relaxation of the mask standards. Hoping that by September we are back to "normal" with plexiglass. Staff feels comfortable about the procedures we have in place. The library is open 8am – 9pm Monday -Thursday and Fridays 9am-2pm and closed on Saturdays until after Labor Day. Front door pick-up will remain in place over the summer. People have liked the front door pick-up. The new self-checkout kiosk is up and running for patrons to check out their own books. Museum passes are available to the Museum of Science, DCR Parks, and Zoo New England. We are in the process of renewing passes to the Boston Children's Museum and Boston Museum of Fine Arts. Curious City Peabody and the Harvard museums will remain closed until fall. These passes are all generously funded by the Friends. Dir. Thibeault reported that the expanded Adult Fiction collection project has been completed by the staff and looks good. The library budget for FY22 was requested and approved, the budget is 4% over FY21. See attached report for more details. Circulation numbers have been down during COVID but is expected to pick back up.

5. **Old Business** –Still working to fill the 2 open Board of Library Trustee seats.

6. **New Business:** Chairman Sullivan mentioned again that the LBOT would like to pay for a dinner or outing for the library staff and could Dir. Thibeault come back with an estimated cost. This is to thank the staff for all their hard work. The next BLOT meeting will be held Thursday, September 9th. Dir. Thibeault will continue to send monthly library reports to the board during the summer months.

7. **Dir. Thibeault presented the FY22 Holiday Calendar for approval;** The calendar is the same as FY21, with ½ day Thanksgiving eve and the day after Thanksgiving off and observance of the 4th of July on July 5th. A motion was made to pass as stated by Trustee Flynn, seconded by Trustee Ferringo. None opposed. Passed uniamously.

8. **Public Comments**—None.

9. **Adjournment** the meeting adjourned at 6:40 PM, motioned by Truseet Ferringo, seconded by Trustee Bell. None opposed. Approved unanimously. Next meeting will be held on Thursday, September 9th at 6:00pm.

Respectfully Submitted,

Laura M Flynn, Secretary