

Thayer Memorial Library Trustees Meeting
February 10, 2021
Meeting held via Zoom videoconference

Roll Call

Present were:

Emily Rose, Chair
Frank MacGrory, Vice-Chair (absent)
Frank Streeter, Secretary
Kate Engelhardt
Anne Ogilvie
David Spanagel
Joe Mulé, Director, Ex Officio

Ann Frantz, Citizen and candidate for election to the Board

The meeting was called to order at 6:30 pm. The following statement was read into the record:

This Open Meeting of the Thayer Memorial Library Board of Trustees is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the COVID-19 Virus.

In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely.

The Order, which is posted with agenda materials for this meeting allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting. Ensuring public access does not ensure public participation unless such participation is required by law. For this meeting, the Board of Trustees is convening by videoconference via Zoom as posted on the Town's website identifying how the public may join.

No electronic messaging among members of the Board is permitted during the meeting in keeping with Open Meeting Law requirements. Please direct all conversation through the Chair.

Chair Rose called the roll of attendees and opened the meeting.

Past Minutes

After reviewing the minutes from the January meeting,

Member Engelhardt moved to accept the minutes; Member Spanagel seconded the motion, and the motion passed on a 4-0 vote with Secretary Streeter abstaining as he was not at the meeting.

Next Meeting

The next meeting of the Board of Trustees will be held Wednesday, March 10, 2021 at 6:30 PM. Due to COVID restrictions the Board's meetings will continue to be held over Zoom until further notice.

Chair's Report:

Chair Rose reported that Vice Chair MacGrory is resting comfortably at his daughter's house in Acton.

Chair Rose led a discussion of the use of Zoom and the Board's plans for the future of its meetings. The Board discussed possible candidates for election to the Board. Ann Frantz, who has been involved in many Library programs, has pulled papers. The Annual Town Meeting will be on May 3 and the election will be on May 10.

The Board discussed the fate of the Memorial School and the Town's process concerning it, including application of the motion approved at the June 2020 Annual Town meeting to create a committee of abutters and others to address the issue.

Outreach and Fundraising:

Member Spanagel presented the TML Fundraising and Advocacy Report. He convened a task force composed of 2 TML Trustees, 2 representatives of the FTML, and 4 community members to help build on the actions of the Friends of the Thayer Memorial Library (FTML) and their fundraising efforts. This task force is a distinct entity from the Friends of the Thayer Memorial Library, even though the Friends will be the umbrella group ultimately overseeing it.

Director Mulé noted that there are no funds available from the Town for any grants' matching funds requirements, and the Library cannot use State Aid for matching funds. Director Mulé suggested it might be prudent to postpone the restoration of the windows in the Children's Room for a year to ensure matching funds would be available should the Library receive grants requiring them. He noted that any work done on grant applications this year could be used for subsequent applications so that effort won't be wasted. It was the sense of the Board that the Library's grant applications should be postponed until Spring 2022.

The Board had a further discussion concerning donor acknowledgements. After more discussion of the TML Fundraising and Advocacy Report;

Secretary Streeter moved to adopt the recommendations of the report; Member Ogilvie seconded the motion, and the motion passed on a 5-0 vote.

Strategic Planning:

Member Ogilvie updated the Board on the status of the Library's strategic planning work.

Policy:

Secretary Streeter presented the revised privacy policy and the new email distribution list policy. After discussion of the new policies;

**Secretary Streeter moved to adopt the new email distribution list policy;
Member Spanagel seconded the motion, and the motion passed on a 5-0 vote.**

subsequently;

**Secretary Streeter moved to adopt the revised privacy policy; Member
Spanagel seconded the motion, and the motion passed on a 5-0 vote.**

Director's Report:

Director Mulé was pleased to report that the Library had received its State Aid award.

Director Mulé reported that the HVAC work for the CVRD Special Collections Room is in progress and should be an excellent long-term solution for the needs of the space.

Director Mulé noted that the Town's Building Supervisor had resigned and the position had not yet been filled, however the Library is still receiving services in the interim.

Director Mulé noted that the Library is considering applying for a grant from the Massachusetts Historic Commission (MHC) for the windows in the Children's Room, but he was concerned about the preservation restrictions that accompany all MHC grants. Secretary Streeter detailed some of the issues he had encountered addressing those MHC restrictions on other properties he has been involved with, and strongly discouraged the Library from adopting them. After discussion the Board decided not to take any action on MHC grants at this time.

Director Mulé thanked the Trustees for all of their efforts between meetings and noted that the Library is making great progress during the pandemic.

New Business:

None.

Chair Rose reviewed the Board's action items. As Member Engelhardt is not running for re-election, the Board gave her many thanks for all her hard work over her term as a Trustee. Ann Frantz, who is a candidate for Member Engelhardt's seat on the Board, introduced herself to the Board, who encouraged her candidacy.

Adjournment:

There being no further business for the Board to consider,

Secretary Streeter moved to adjourn; Member Ogilvie seconded the motion, and the motion passed on a 5-0 vote.

The Board adjourned and the Zoom meeting ended at 7:47 PM.

Respectfully Submitted,

Frank S. Streeter, Secretary

List of Documents:

Agenda

Chair's Report

Director's Report

TML Fundraising and Advocacy Report