

Thayer Memorial Library Trustees Meeting

March 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 February meeting,

Member Engelhardt moved to accept the minutes; Member Spanagel seconded the motion, and the motion passed on a 5-0 vote.

Next Meeting

The next meeting of the Board of Trustees will be held Wednesday, April 14, 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 noted that this meeting marks the 1-year anniversary of the start of the COVID states of emergency. She commended the staff for their work during the past year and discussed the Library's eventual reopening. Chair Rose reminded the Board that April is the month for the Director's annual evaluation. She will distribute sections of the evaluation to the Trustees, who should respond directly to her with their comments. Chair Rose stated that one of the Board's goals for the upcoming fiscal year should be to get back into sync with the Library's/Board's administrative calendar.

Chair Rose then brought up a proposed donation to the Library of a set of seven chairs that purportedly were made for Gov. John Hancock and were at one time owned by Lancaster resident Pauline Revere Thayer. The Board had a long discussion about the chairs. Among the issues were the question of where the chairs would go and how they would be displayed. The Library does not have an object/furniture collection policy. The Board asked how these chairs would fit into the Library's mission, and given their value how could they be both well supervised and protected?

After more discussion, including reminders of limited staff availability given the time needed for reopening,

Member Engelhardt moved to graciously thank the donor and tell them that the Library cannot accept the chairs at this time; Member Spanagel seconded the motion, and the motion passed on a 5-0 vote.

The Board then discussed possible next steps and agreed that the donor needed to provide appropriate seats for the chairs (they are presently without seat cushions) and more importantly clearly document the provenance of the chairs to confirm their identity. Secretary Streeter will contact the donor about this.

Building Committee:

Will be meeting soon for a project status update.

Outreach and Fundraising:

Member Spanagel reported on the Friends of the Library and their fundraising plans. They have developed a 14-month schedule with three action teams. One team will work on accounts and infrastructure, a second will work on campaign materials and social media outreach, and the third will develop a campaign strategy and identify major donors.

Member Spanagel encouraged the Trustees to pledge early, as it is important to be able to say there is 100% Board participation in the campaign. He noted that major gifts could be spread over a few years. The fundraising team needs a list of well-connected local residents who can help to identify potential major donors and asked for referrals. The campaign goal hasn't been set yet but is likely to be \$140,000.

Policy:

No new policies to review this month.

Strategic Planning:

Member Ogilvie updated the Board on the status of the Library's strategic planning work. She has a meeting with Library staff scheduled for March 24 to get input from the staff about the Library's mission and value statements.

Director's Report:

Member Ogilvie complemented Director Mulé on all of the programming the Library has been able to put on. Director Mulé responded, "I have an amazing staff." Page Merry Brummer has been working with Director Mulé on reopening protocols. Director Mulé met with the Lancaster Board of Health today (March 10) and the BoH will work with Director Mulé on a reopening plan and schedule.

Director Mulé noted that he has a waiting list of over 80 patrons queued up for appointments to use the Library once it reopens on a limited basis. Patron visits will be limited to one hour each under this system. Library staff are getting vaccinated.

New Business:

None.

Chair Rose reviewed the Board's action items. Member Streeter will contact John Schumacher-Hardy, the donor of the chairs. Chair Rose will distribute evaluation forms as discussed. The Board reviewed various calendar items.

Adjournment:

There being no further business for the Board to consider,

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

The Board adjourned and the Zoom meeting ended at 7:44 PM.

Respectfully Submitted,

Frank S. Streeter, Secretary

List of Documents:

Agenda

Chair's Report

Director's Report

TML Fundraising and Advocacy Report