

Thayer Memorial Library Trustees Meeting
June 30, 2021
Meeting held via Zoom videoconference

Roll Call

Present were:

Emily Rose, Chair
Frank MacGrory, Vice-Chair
Frank Streeter, Secretary
Ann Frantz
Anne Ogilvie
David Spanagel
Joe Mulé, Director, Ex Officio

The meeting was called to order over Zoom at 6:37 pm. Chair Rose called the roll of attendees and opened the meeting.

Past Minutes

After reviewing the minutes from the May meeting,

Member Frantz moved to accept the minutes; Member Spanagel seconded the motion, and the motion passed on a 6-0 vote.

Next Meeting

The next meeting of the Board of Trustees will be held in July at a date to be determined.

Chair's Report:

Chair Rose discussed committee assignments. Member Spanagel agreed to join the Building Committee. Chair Rose mentioned the recent building collapse in Florida and noted that, unlike that unfortunate building, the Library has regular inspections of all major components and has a full (and regularly reviewed) maintenance plan. The Board discussed options for the Building Committee and how the Library's plans and operations may be affected by climate change.

The Board discussed Director Mulé's contract and its renewal terms and options. There is a mutual concern that the contract as written allows a quick departure for the Director, should they so choose, and a relatively swift termination procedure should the Board so choose. Director Mulé expressed his concern about the speed of the termination provisions and what job protections he might have. Secretary Streeter pointed out that the Library had a huge exposure should the Director take advantage of the contract's 30-day notice clause given that it can take months to hire a new Director. Neither group was 100% happy with the situation and discussions on the topic will continue.

The Board discussed scheduling options for the July meeting given that its normal date would be in only two weeks. As per usual Director Mulé will send out a Doodle poll to see what other dates and times could work. The Board discussed the previous year's

hybrid meetings and work over Zoom. The sense of the Board is that hybrid meetings work and the Board should do all it can to continue them to the extent possible.

Building Committee:

Director Mulé updated the Board on the recent work on the windows in the Children's Room. The first window to be repaired, the middle one on the west side of the building, has been removed and the space boarded up. The repair work is being done off site and will take some weeks due to the curing time of some of the materials involved. Director Mulé noted that the RFP for the remaining windows would go out in February. The Board discussed the use of grant funds that may be received for the work on the windows and what to do if the windows come in under budget. The grant applications will be written such that any related roof work will also be included in the application.

Director Mulé updated the Board on the HVAC system for the CVRD Room. Apparently it needs an active boiler to create the heat needed to lower the relative humidity in the space. Director Mulé stated that the Town's new Building Supervisor, Scott Muth, is working well with the Library and seems to understand the HVAC system and its needs.

Outreach and Fundraising:

Member Spanagel reported on current fundraising efforts and results. He asked the Board to donate to the Friends of the Thayer Memorial Library window fund as soon as reasonably possible. He reminded the Board that 100% participation is critical for future fundraising efforts and grant applications.

Planning:

Member Ogilvie briefed the Board on planning initiatives. She is gathering data for the Committee, especially population data. Member Ogilvie noted the planning group would be meeting the next day.

Policy:

No update.

Director's Report:

The Board did not have any specific questions about the Director's report. Chair Rose noted there were about 250 attendees at the opening of the Library's summer reading program. Chair Rose also noted that Youth Services Librarian Maren Caulfield had received a certificate as a "Youth Mental Health First Aider", which is good for three years.

Member Spanagel complemented Director Mulé on his "State of the Library" address. Member Ogilvie agreed and asked that it be posted on the Library's website.

Secretary Streeter brought up the impending retirements of both Assistant Director Karen Silverthorn and Special Collections Librarian Marcia Jacobowitz, who served in that post for 33 years. Director Mulé said many wonderful things about each of them and noted he would very much miss them both. Director Mulé reminded the Board that the Assistant

Director's stated responsibilities include the Special Collections so he will probably combine both positions. Director Mulé reviewed various aspects of the Assistant Director's position and his planned search process.

New Business:

None.

Action Items:

Chair Rose reviewed the Board's action items, and started by reminding the Board to send a contribution to the Friends for the window project.

Chair Rose and Secretary Streeter will work with Director Mulé on finalizing the language in his contract.

Chair Rose asked that the July meeting be held in person, which was not well received by the Board. The Board then discussed issues with in person meetings and will revisit the issue in September.

Adjournment:

There being no further business for the Board to consider,

Secretary Streeter moved to adjourn; Member Spanagel seconded the motion, and the motion passed on a 6-0 vote.

The Board adjourned and the Zoom meeting ended at 7:45 PM.

Respectfully Submitted,

Frank S. Streeter, Secretary

List of Documents:

Agenda

Chair's Report

Director's Report

TML Fundraising and Advocacy Report