

NORWOOD LIBRARY BOARD MINUTES

From: Kathryn Boswell
Date: November 19, 2020

Members in attendance: Molly Andrasik, Kathryn Boswell, Alice David, Denise DiVincenzo, David Fenton, Leonard Halpern, Kathleen Hartman, David Mudry, Steve Murray

Library Director: Amanda Jones

The meeting was called to order at 6:35 p.m. on November 19, 2020. No guests in attendance.

A motion made by Leonard to accept the consent agenda was seconded by Steve and passed unanimously.

The Friends report that they made \$95.12 on book room sales. Their current balance is \$6551.47. There will be no more fundraisers until maybe February 2021, depending on the pandemic situation.

After inquiry, it was determined that no conflicts of interest existed for any new or old business.

A motion was made by David M. to pay the outstanding bills, as audited by Denise. The motion was seconded by Alice and passed unanimously.

Old business:

The corrosion inhibitor has not yet been added to the furnace.

There was a positive response to our expanded hours and appointments, mostly for book-browsing. However, curbside service remains the most popular choice. Because of the rapidly rising cases of covid in our area there was a discussion whether we should discontinue the appointments for the time being. Amanda heard from Laurel Murphy at Norfolk Library (which is our nearest library neighbor) who suggested it would be a good idea to return to exclusively curbside service right after Thanksgiving. Other local libraries have also returned to curbside service.

It was suggested that we might set a limit on infection rate after which we would automatically close. However, the general consensus was that the Board prefers to leave the decision to Amanda, as Director. As curbside service is adequate for all our patrons, it was felt that appointments pose an undue risk to Amanda and Jenna. Leonard made a motion that the closing of the library be at Amanda's discretion. Steve seconded. The motion passed, with one dissenting vote from David M.

New Business:

The finance committee, comprising Amanda, Alice, David F., Kathleen and Steve, will meet by email to review the 2021 budget after the new year, to be presented to the Board so that it can be voted on in February.

Amanda has attended the first of the "Ballot Basics" classes offered by the NCLS. Helpful points included:

The importance of updating the long-range plans of the library, every five years, in order to set new goals to accomplish. Amanda notes that we have essentially accomplished our current goals.

The importance, in seeking budget increases, of anticipating questions that might be asked. Answers should be formulated and distributed to staff and Board members, so that our response can be uniform.

The importance of coordinating our budget increases with the local school board. The work of the library has close connections with the school, and their support can impact the success of our effort.

Alice will be joining this class as well.

A motion to adjourn was made by David F. and seconded by David M., and passed unanimously. Meeting adjourned at 6:57 p.m.

The next meeting will be December 17, 2020, at 6:30 p.m. in the NPL Community Room, and/or by zoom.

Respectfully submitted,

Kathryn Boswell