

Easton Public Library
Board of Trustees Meeting Minutes
Zoom Meeting (recorded)
April 6, 2020

Present – L. Zaffino, L. Dollard, P. Wizda, S. Pearlman, A. Burke, V. Rozo

1. **Meeting was called to order at 7:08 pm**
2. **Minutes from prior meeting in March 2020 were approved**
3. **Treasurer's Report: no significant changes. Morgan Stanley balance account increased slightly.**
4. **Uncertainty of time frame of Library closure due to COVID-19. We will need guidelines and protocols in place upon the re-opening for safety of patrons.**
5. **Old Business: Discussion of Library Expansion plans. This will be on hold until health crisis subsides, but Building Committee will meet to discuss new design. Moving forward with Award for Gail Gay for her service to the library.**
6. **New Business: Ways to interact with the Public while Library is closed – video book reading for children; on-line book clubs; town scavenger hunts.**
Discussion of being a Fine-Free library to encourage more public usage.
Discussion and approval of limiting each person to 30 books per person.
7. **The meeting was adjourned by Motion by Veronica.**

Submitted by,
Shari Pearlman

EASTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING – April 6, 2020
LIBRARY DIRECTOR'S REPORT

1. All staff members are working from home while the Library is closed to the public. Some of the things they are doing include: monitoring our Live Chat platform; sending in photos, videos, and staff recommendations to be posted on our website and social media pages; completing the state-mandated online Sexual Harassment training; and engaging in other online professional development opportunities. In addition to this, our Youth Services staff has been offering virtual storytimes via Zoom, as well as other suggestions for activities that kids can participate in from home, such as the family baking challenge and outdoor scavenger hunt. Our webmaster has been busy posting free online resources that have been offered by publishers, authors, celebrities, and educational companies. I am beginning to write our updated Strategic Plan. Our new Youth Services Programming Assistant, Kerry Santoro, has been furloughed. All other employees, except for the three high school Library Aides, are getting paid while the Library is closed.
2. For our One Book/One Town Community Read program, we had secured the authors of *Normal*, Magdalena and Nathaniel Newman, to come and do a presentation and book signing on 4/18. This has been postponed until the end of October.
3. OCLC is offering \$5000 Community Engagement grants to libraries who have completed a project that impacted and engaged the community. We have applied for one of these grants, by submitting last year's community-oriented summer reading program.
4. The Flower Arranging workshop that the Friends had planned to do as a fundraiser has been cancelled. After looking into the costs, Gina has determined that it would not be worthwhile. The Friends are still hoping to host a Murder Mystery fundraiser, tentatively scheduled for 10/3. We have been able to get a script donated to us by a friend of Mary Beth's, who is a scriptwriter. We would just need to find the actors. I have already reached out to Kit Briner from the Easton Arts Council about this.
5. Our Staff Emergency Preparedness training has been postponed until later in the year.

Submitted by Lynn Zaffino
4/2/20