



**BOARD OF LIBRARY TRUSTEES
MEETING MINUTES**

Meeting Conducted Remotely and Recorded live via FCATV.org and YouTube
Tuesday, April 13, 2021

Members Present: Chairman Collin Earnst, Vice Chair Deb Stone, Clerk Christine Igo Freeman, Joyce Parlapiano, Kevin Penders, and Katherine Udden.

Also Present: Library Director Manny Leite and FOL President Janice Rosado.

Called to Order: The meeting was called to order at 7:01 p.m. by Chairman C. Earnst. Followed by a roll call for attendance. All members were present at that time except J. Parlapiano who joined the meeting at 7:03 p.m.

Documentation:

March 9, 2021 Draft Meeting Minutes for Approval
Reports- Professional Librarian Reports, Director's Report, and March 2021 Financial Report
FY21 Y-T-D Book and AV Breakdown

Public Input: C. Earnst commented there were resident emails regarding the library's hours of operation and said he would come back to this topic later in this meeting.

Approval of Meeting Minutes:

Upon a motion made by K. Penders and second by C. Igo Freeman, the Board voted to approve the March 9, 2021 meeting minutes. A roll call vote was taken: those in favor were C. Earnst, D. Stone, C. Igo Freeman, J. Parlapiano, K. Penders, and K. Udden. The motion was approved 6-0-0.

Correspondence: None

Friends' Report:

J. Rosado said the book donation collection days have been successful so far and the last date is April 24th. J. Rosado said she has plenty of volunteers to go through and sort the materials. She mentioned older dated materials will be going to More than Words. Also, Brigham and Woman's on behalf of the Friends have also been collecting books. J. Rosado asked if the upcoming book sale scheduled for May could be done inside the Boyden Library instead of outdoors. She stated an inside book sale would be easier for set-up purposes and it could be run multiple days.

Upon a motion made by D. Stone and second by K. Udden, the Board voted to approve the book sale to be held indoors unless there is an unforeseen change to have it held outside using the same protocols that were used at the prior book sale. A roll call vote was taken: those in favor were C. Earnst, D. Stone, C. Igo Freeman, J. Parlapiano, K. Penders, and K. Udden. The motion was approved 6-0-0.

Professional Staff Reports:

The professional staff reports were distributed and discussed. Manny commented that Jessica has been working on the upcoming programs for summer including the summer reading program. He said the programs will all be held on the Town Common and there are multiple events scheduled such as the Teddy Bear Picnic, magic shows, concerts, and the teen summer kick-off party to include treats from Dairy Queen. Suzanne continues to purchase DVD's, CD's and YA books. KBH continues to weed the older fiction collection. Tim recently placed a large fiction/fantasy order.

Financial Reports:

The March 2021 Financial Report was distributed and discussed. Manny said we are in a good position and have spent about 72% of the total budget.

Director's Reports:

Manny explained Administration is brainstorming ideas to reopen Foxborough. The TM wanted to have a straw hat day event at Town Hall and asked that the library as well as 3 other departments have a themed event too. Manny said the collaboration with a themed event is in the early planning stages and there would be more to follow. J. Rosado said if needed, the Founders Day Committee would be happy to help with this event.

The Foxborough Garden Club informed Manny they will be bringing flowers to the library on Wednesday, April 14th and to other locations around Town. Manny thanked the club and said it will spruce up our library.

Liaison Reports and Trustee Sub-Committees: In regards to Liaison Reports, K. Penders said we should start thinking about the Spinney Speaker Series in the fall. Manny said there are still so many questions regarding what capacity limits would be and said maybe we should hold off until 2022. C. Earnst said we should discuss it at next month's Trustee meeting. It was agreed to put this item on the May agenda.

New Business:

C. Earnst mentioned the upcoming Town election. C. Earnst and J. Parlapiano are both on the ballot. There will be a vacant seat on the Board and C. Earnst mentioned it will mean going before the BOS to appoint a candidate to the Board. C. Earnst also asked the Board to give some thought on the reorganization of the Board in May 2021.

New Boyden Library Website Update:

Manny said the templates and porting content are being worked on. Manny said there will be upcoming meetings with Evan and the website committee to go over features and content needed for the new site.

Update on the Coronavirus and Library Operations:**Extended Library Hours:**

Manny said the majority of area libraries are now open. Manny asked the Trustees to consider opening Boyden for two additional evenings effective May 3, 2021. Manny said he feels it is the right time and after speaking with staff they feel comfortable. C. Earnst asked if Boyden's additional hours could coincide with the schools reopening on April 26th. C. Earnst asked if he could speak with Manny off-line about the logistics and asked the other Trustees how they felt about opening additional hours on May 3, 2021. Manny said May 3rd works well for scheduling purposes. J. Parlapiano asked how we would inform the residents of the extended hours. Manny said we can send a Town-wide email blast, put that information on the Town Common sign, and put it in the Foxboro Reporter column. C. Igo Freeman said if its better overall to open with additional hours effective on May 3rd then we should support

Manny's recommendation because it's only a matter of a few nights. C. Earnst and D. Stone agreed and said we should trust Manny's judgement on this.

Upon a motion made by K Penders and second by C. Igo Freeman, the Board voted to approve the Library Director's recommendation to extended hours of operation to include Tuesday and Thursday evenings from 5:00 p.m. until 8:00 p.m. effective May 3, 2021 with the same capacity limits. A roll call vote was taken: those in favor were C. Earnst, D. Stone, C. Igo Freeman, J. Parlapiano, K. Penders, and K. Udden. The motion was approved 6-0-0.

July 4th Holiday:

Manny said July 4th falls on a Sunday and other area libraries are closing on July 3rd and July 5th. J. Parlapiano said there should be less of a demand for services for that weekend since most residents will be away. K. Penders clarified the holiday would be observed on Monday, July 5th and Manny is asking to close the library for an additional day on July 3rd.

Upon a motion made by D. Stone and second by K. Udden the Board voted to close the library on Saturday, July 3, 2021 for the Independence Day weekend as recommended by the Library Director. A roll call vote was taken: those in favor were C. Earnst, D. Stone, C. Igo Freeman, J. Parlapiano, K. Penders, and K. Udden. The motion was approved 6-0-0.

Upon a motion made by D Stone and second by K. Penders the Board voted to adjourn at 8:17 p.m. A roll call vote was taken; those in favor were, C. Earnst, D. Stone, C. Igo Freeman, J. Parlapiano, K. Penders and K. Udden. The motion was approved 6-0-0.

Respectfully submitted,

Pamela Riccio