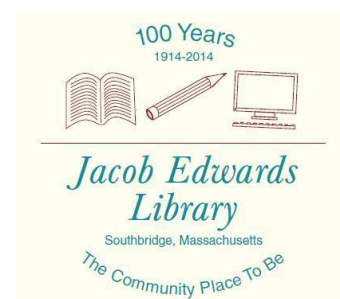


**Jacob Edwards Library
Board of Trustees
Meeting Agenda**

Tue, May 25, 2021 12:00 PM - 1:00 PM (EST)



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Attending: Dick Whitney, Gary Bridgeman, Beth Cournoyer, Robin Weber, and Director, Margaret Morrissey

- **Call To Order: The Meeting was called to order at 12:19 PM.**
- **Previous meeting minutes acceptance : Minutes were distributed to the trustees. A formal acceptance will be done at the next meeting. Robin Weber volunteered to take minutes.**
- **Discussion of COVID-19 – Library Status – Current hours 9-5 (Mon – Friday)**
The library will remain at the current hours of Monday-Friday 9-5. Margaret has discussed the changing emergency COVID rules regarding masks wearing. Libraries in our area are reporting that they will follow what the state guidelines lay out. Margaret is in discussions with the town manager.
- **Financial Report**
Gary presented an overview of the current state of the various trusts and accounts. There is currently 240,000 in the checking account. The Bartholomew investment fund is currently at 1,559,000.00. This account has increased by 27% from last year. The Grace Edwards Account is 2,375,000. This is an increase of 20% over last year.
Based on his report Gary made the motion that the Trustees move 150,000 from checking into the Bartholomew Account. After discussion the motion was seconded and was approved.
- **Chairman's Report**
Dick reported that he has nothing specific to report on, except for a project he is working on with the Southbridge Partnership which he will report on at a future meeting.
- **Director's Report**
The director's report in its entirety was distributed to all trustees prior to the meeting. Highlights and discussion on the following items:
 - 1. The Town Council has voted on and approved the next fiscal years budget. The work was done in sub-committee and approved by the whole council.**

Margaret is requesting an increase in fiscal 22" funding of 41,000, and increase of a \$1000.00. Following that request, discussion was held. Gary stated that he believed the final 10,000 to be released should also be voted on. Points were made that it would be easier to vote once for the whole amount , instead of installments. Following the discussion two motions were made.

Motion to approve the release of the final 10,000 for FY21 was made by Dick , seconded by Jim and approved by all.

Motion made by Beth and seconded by Robin to increase annual contribution to 41,000 dollars for Fy'22. Approved by all.

2. The trustees were informed in the report that long time Literacy Volunteer Director Holly Christo is retiring in June.

3. Staffing is still short, but interviews and hiring is on-going. Right now 5 staff are doing the work of 12.

- Safety and Security

Margaret reported to the trustees her concerns that the school system is using the library as a site to tutor students who have been suspended from school. Her specific concern is the potential of safety issues if a student is in the library who has serious behavioral issues. The trustees agreed that this is a difficult issue, but we would also like to make sure we have access to the library for all students in the town. Complicating the specific issue is that this tutoring occurs after school. Margaret will continue to be in discussions with the school department and will update the trustees.

- Old Business

Budget update at Town Council on May 24- see above.

Election of Officers – Update from Jim: Jim has held discussions with Gary, Robin and Dick the current officers of the trustees. He has also reviewed the By-laws and recommends that the By-Law review continue. Robin volunteered to help with developing a tracking system for appointments and terms. Discussion and decision will have to include decisions about the terms of officers, current structure of the group, working with the bank for timely appointments and are there any changes to the by-laws.

- New Business

Robin recommended working on a trustee calendar of events that occur during the year, including elections, financial reports, money distribution decisions.

- Next meeting – June 22, 2021 12:00PM AT THE LIBRARY, IN PERSON

- The meeting was adjourned at 1:14 PM following a motion by Gary and a second by Jim.