

2021-01-14

4:00 PM

Bolton Public Library Board of Trustees

Draft Minutes

A quorum being established, the meeting was brought to order via Zoom Meeting at 4:03 pm.

Covid19 Virtual Meeting Introduction

- a. As authorized by the "Order Suspending Certain Provisions of the Open Meeting Law, G.L. c 30A, P 20, signed by Governor Baker On March 10, 2020, in response to the outbreak of the 2019 Corona Virus (COVID 2019), we held this Open Public Meeting of the Bolton Public Library Board of Trustees this afternoon, September 8, at 4pm, virtually, via the internet and telephone, as posted on the Town's Website
- b. This meeting is being recorded, with said recording to be made available by the Town of Bolton (in addition to these written minutes)
- c. Trustees Present: Pam Czekanski and Bob Zak
- d. Library Director Kelly Collins also Present
- e. The Town has adopted "Zoom Meeting" for conducting virtual Town Meetings for the duration of the COVID 19 Emergency
- f. Those wishing to address the meeting should do so by seeking to be recognized by the chair. This may be accomplished by using the "raise hand" button on the Zoom window. If you are dialed in via a standard phone line, "raise your hand" by pressing "*9". I will (do my best to) recognize the request by unmuting you, which will allow you to address the meeting. Please introduce yourself by name and street address.
- g. You may place yourself on "mute" using "mute" button on web interface, or "*6" via standard phone line.

Agenda:

1. Director's Report: Not available this month due to short staff
2. Library Operations During Covid19
 - a. Covid19 "curbside pickup" continues to be well subscribed, positively received
 - b. Given the continued "surge" of cases locally, statewide, and nationally, we find no reason (unfortunately) to reopen the library building to the public.
 - c. Regarding snow days, and "quarantine" days, Director and Staff have identified work which can be done from home, allowing work to be done by employees.
3. Building and Grounds
 - a. Plumbing and Downstairs Restroom: Women's room downstairs is closed at least until DPW can diagnose cause of recurring obstruction. At the very least, Men's room doesn't backup as often. RandyH in search of tools to aid diagnosis. Will schedule ASAP.

- b. Energy Efficiency Projects: We are waiting recommendation regarding 3 proposed projects/areas of focus for improving Energy efficiency of building. In general, we would prioritize ongoing maintenance of "building envelope".
 - c. DPW is currently working on inspection of Boiler, Elevator, and cleaning of gutters.
- 4. Public Comment
 - a. It is with heavy hearts that we receive news of deaths in the Library family. These, unfortunately, include the death of long-time volunteer genealogist and town historian Roger Breeze, and deaths in the family of DPW Library specialist Mike Soldi.
- 5. Next Meeting
 - a. February 18, 2021 at 3:00pm, likely via Zoom

A **motion** was made to adjourn the meeting at 4:35 pm; seconded; and passed unanimously.

Respectfully Submitted

A handwritten signature in blue ink, appearing to read "Rob Zak", with a stylized flourish at the end.

Robert Zak

A handwritten signature in blue ink, appearing to read "Pam Czekański", with a stylized flourish at the end.

Pam Czekański