

Donna Faust

Ayer Library Board Open Session Meeting Minutes: February 25, 2021

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, MGL Chapter 30A, Section 18 and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Ayer Library Board of Trustees is being conducted by remote participation. Every effort has been made to ensure that the public can adequately access the proceedings as provided in the Order. Broadcast and recorded by APAC.

Robert Gardner, president, presiding. Meeting called to order at 5:30pm

Trustees present: Becky Campaner, Debra Faust-Clancy (at 5:55pm), Robert Gardner – president, Sue Kennedy – treasurer, Cyndi Lavin – secretary, Sharon Slarsky

Also present: Tim Silva – Library Director, Samantha Benoit – Asst. Library Director, Laurie Sabol – Friends of the Ayer Library

Agenda Items: Review and approval of agenda, announcements, public input

Review and approval of agenda: no changes made

Motion: A motion was made by Becky Campaner and seconded by Cyndi Lavin to approve the meeting agenda as posted. **Motion passed by roll call vote 5-0**

Public comment: none

Approval of meeting minutes: no changes made

Motion: A motion was made by Sharon Slarsky and seconded by Becky Campaner to approve the meeting minutes from January 21, 2021. **Motion passed by roll call vote 5-0**

Announcements: Sharon Slarsky is making a list of monetary donations and funds by going through old meeting minutes. Cyndi Lavin asked Director Tim Silva and Asst. Director Samantha Benoit to find the folder of documentation on the Library's artifacts and artwork.

Agenda Item: Reports

Treasurer: Sue Kennedy currently has no access to the accounts. She and Bob Gardner need to have their names put on the new accounts.

Director: Bob asked Tim to discuss the Covid-19 operations. Sue asked for benchmarks that would indicate that the Library could reopen. Tim listed staff vaccinations, other Town buildings opening, and the results of the April 1st return to school for all children. The MBLC survey indicated that 2/3 of the libraries are still not open at all.

The “Curbside Branch” is working out well. When the public returns to the Library, they will probably staff in the new part of the building at first. Tim met with Building

Inspector Charles Shultz to discuss the Library's air flow. Sue asked about the air filters we had discussed. Tim explained that they had gotten air purifiers with HEPA filters. When the building reopens, it will probably be by appointment, based up on building occupancy, which needs to be figured out.

The Town of Ayer has agreed to a 2% COLA raise for town employees, which will get the Library budget up to the level needed for maintaining State Aid, etc.

The Munis reports were discussed, and it was decided that Tim will send bottom-line reports to the Trustees each month, and full reports quarterly.

Agenda Item: Town Elections

Lyndianne Joseph will need to run this spring in the Town elections. Tim will call her. Debra Faust-Clancy asked Tim to have the Town post the positions, but only the elected seats show up. Short discussion on moving current Trustees to the permanent seats.

Agenda Item: Strategic Plan

Tim wanted to get more proposals, but likes both groups that he has received proposals from. They range from \$4950 to \$8000. It was decided to go with Sage Consulting Services, which had the lower price. Laurie Sabol asked what role the Friends of the Library would play. Tim said they would be represented on the small planning committee.

Next meeting: March 18, 2021, at 5:30pm

Adjournment:

Motion: A motion was made by Cyndi Lavin and seconded by Deb Faust-Clancy to adjourn at 6:26 pm. **Motion passed by roll call vote 6-0**

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