



Ayer Library Board Open Session Meeting Minutes: October 15, 2020

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 6:00pm
Trustees present: Becky Campaner, Debra Faust-Clancy, Robert Gardner – president, Susan Kennedy – treasurer, Cyndi Lavin – secretary, Sharon Slarsky
Also present: Tim Silva – Library Director, Lyndianne Joseph – prospective Board member

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

Review and approval of agenda: no changes made

Motion: A motion was made by Sharon Slarsky and seconded by Debra Faust-Clancy to approve the meeting agenda as posted. **Motion passed by roll call vote 6-0**

Announcements: Friends of the Ayer Library decided to postpone the book sale until Saturday, October 24th since the weather doesn't look like it will cooperate this Saturday. The Friends are having their quarterly meeting tonight.

Board Appointments: Becky Campaner and Lyndianne Joseph

Motion: A motion was made by Sharon Slarsky and seconded by Sue Kennedy to appoint Becky Campaner to a permanent position on the Trustee board. **Motion passed by roll call vote 6-0**

Motion: A motion was made by Debra Faust-Clancy and seconded by Becky Campaner to appoint Lyndianne Joseph to the Trustee board until the next Town election.

Chronologically, this was done slightly later in the meeting, once Lyndi was able to join the Zoom meeting. **Motion passed by roll call vote 6-0**

Review of FY 2021 Calendar: The next two meetings have been scheduled for November 12th and December 10th. Tim will try to schedule the rest of the FY meetings for the third Thursday of each month, except for school vacation weeks. For those he will try to schedule the second Thursday.

Agenda Item: Old Business

Director evaluation – discussion of process and timing: Independently, both Bob Gardner and Cyndi Lavin spoke to the State Attorney General's office concerning the evaluation. Both attorneys said that Director Tim Silva may see the compiled

evaluations a day or so before the Trustee Board meeting, but the Board members may not, and Tim may not discuss it with any of them. Sue Kennedy asked how the Board will be able to discuss it when we're just seeing it for the first time. Cyndi suggested that a second meeting might be needed if the evaluation is complicated, but that it can probably be done in one night. It was decided to discuss it further prior to the next evaluation.

501(c)3 status: CPA Cindy Thomas sent more questions, and Treasurer Sue Kennedy has an appointment with her on October 20th. They are also looking into using the Town tax ID number. Barbara Tierney, the Ayer Treasurer/Tax Collector, will be invited to the next Board meeting.

Strategic Plan: No progress was made during the last month. Tim plans to have the committee meetings after December.

Insurance: Debra Faust-Clancy asked if the insurance on the Library's paintings and collectibles had ever been purchased. Tim will look into it and report.

Agenda Item: Reports

Approval of meeting minutes

Motion: A motion was made by Sharon Slarsky and seconded by Deb Faust-Clancy to approve the meeting minutes from September 17, 2020. **Motion passed by voice vote 6-0**

Treasurer's report (attached): There was a discussion on whether or not it is necessary for a Trustee to sign the bills each cycle. Tim suggested that the Munis report may take the place of this, and he is willing to send a Munis report and a report of the use of State Aid as a part of his monthly package sent to the Trustees prior to each meeting.

Motion: A motion was made by Cyndi Lavin and seconded by Debra Faust-Clancy to approve the Treasurer's report. **Motion passed by voice vote 6-0**

Director's report (attached): There were no questions.

Motion: A motion was made by Becky Campaner and seconded by Sharon Slarsky to approve the Director's report. **Motion passed by voice vote 6-0**

Agenda Item: New Business

Sharon asked Tim for a target date for opening the Library for computer use. Tim explained that the hot spots and tablets would soon be able to be deployed, and that the Library is moving as quickly and safely as possible. Some PPE is still on backorder. The plan is to move the computers to the area nearest the door. Sue pointed out that the State entered the reopening Phase that allowed libraries to reopen in July.

Adjournment:

Motion: A motion was made by Debra Faust-Clancy and seconded by Sharon Slarsky to adjourn at 7:17 pm. **Motion passed by voice vote 6-0**

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