

Quonk Tully

Ayer Library Board Open Session Meeting Minutes: November 12, 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, Lyndianne Joseph, Susan 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 Debra Faust-Clancy and seconded by Sharon Slarsky to approve the meeting agenda as posted. **Motion passed by roll call vote 7-0**

Announcements: Bob Gardner thanked Laurie Sabol and the Friends for a successful book sale. Lindy Joseph was officially sworn in at the Town Hall and is now a voting member of the Library Board.

Approval of meeting minutes

Motion: A motion was made by Sharon Slarsky and seconded by Sue Kennedy to approve the meeting minutes from October 15, 2020. **Motion passed by roll call vote 7-0**

Agenda Item: Discussion on FY2022 operating budget

Director Tim Silva shared the 2019, 2020, and 2021 budgets onscreen to compare with the projected 2022. The FY2022 budget will be level funded with 2021 to begin with. This has been the normal procedure for the last few years, with the Town later determining the COLA raises and other areas where the budget can increase. The MBLC is fully aware of difficulties towns may face in achieving the mandated increases in materials spending during the Covid-19 emergency.

Tim wanted to discuss the raise policy put into effect in 2015 of an additional \$300 plus COLA each year for staff. Sue Kennedy said that for the lower rung salaries in the Library, that policy is more than the average for the lower steps in other Town departments. The higher rung salaries may be making less of an increase than other departments. There was a discussion on whom would be best served by a different

system. The current policy ends June 30, 2022, so the discussion was tabled until a working group can meet and more time can be spent on the issue. Debra Faust-Clancy, Bob Gardner, and Sue Kennedy will form a sub-committee along with Tim to go over the information previously compiled by former Trustee Deb Pedrazzi and to talk with Kevin Johnston, Director of Human Resources for Ayer. Cyndi Lavin has copies of all the reports from Deb, and will get them to Tim for him to copy and disseminate.

Agenda Item: Reports

Treasurer's report (attached): Sue and Lindy met with CPA Cindy Thomas, who recommends that the Library use the Town of Ayer's account for our 501(c)3 umbrella. Cindy Thomas and Town Treasurer Barbara Tierney will be invited to the next meeting.

Motion: A motion was made by Debra Faust-Clancy and seconded by Becky Campaner to approve the Treasurer's report. **Motion passed by roll call vote 7-0**

Director's report (attached): Becky congratulated Tim on the Library's busy schedule and for keeping the public engaged. Debra remarked on the air filters that the library is adding for public and staff safety.

Sue Kennedy exited the meeting. There still being a quorum, the meeting continued.

Agenda Item: Old Business

Strategic Plan: A first draft mission statement was sent out by Becky and amended slightly by Debra. Becky will meet with Tim before the next Board meeting.

Agenda Item: New Business

The next meeting will be scheduled for December 3 at 5:00pm.

Adjournment:

Motion: A motion was made by Becky Campaner and seconded by Debra Faust-Clancy to adjourn at 7:04 pm. **Motion passed by roll call vote 6-0**

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