

*Sharon Slarsky*

## **Ayer Library Board Open Session Meeting Minutes: March 17, 2022**

*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.*

Sharon Slarsky, president, presiding. Meeting called to order at 6:00 pm  
Trustees present: Becky Campaner, Maggie Durand, Debra Faust-Clancy, Susan Kennedy – treasurer, Cyndi Lavin – secretary, Rebecca Myers, Sharon Slarsky – president, Robert Gardner

Trustees absent: none

Also present: Amy Leonard – Head of Youth Services, Barbara Cheeks – Head of Adult Services, Samantha Benoit – Assistant Director, Laurie Sabol + Liz Nonis – Friends of the Ayer Library, Cindy Knox – Ayer IT Director

### **Agenda Items: Call to Order**

**Review and approval of agenda:** Items removed from the agenda

**Motion:** A motion was made by Sue Kennedy and seconded by Cyndi Lavin to table the discussion and vote on an interim director until Thursday, March 24, 2022 in Executive Session. **Motion passed by roll call vote 8-0-0**

**Motion:** A motion was made by Sue Kennedy and seconded by Bob Gardner to approve the amended agenda. **Motion passed by roll call vote 8-0-0.**

**Approval of Meeting Minutes:** No changes made

**Motion:** A motion was made by Becky Campaner and seconded by Maggie Durand to approve the meeting minutes from February 17, 2022.

**Motion passed by roll call vote 8-0-0**

### **Announcements:**

The next regular Board meeting, April 28, 2022 will be held in person at the Ayer Library.

### **Agenda Item: Reports**

**Treasurer's Report:** The only change in the accounts was interest received.

**Motion:** A motion was made by Becky Campaner and seconded by Bob Gardner to approve the Treasurer's report.

**Motion passed by roll call vote 8-0-0**

**Director's Report:**

Assistant Director Samantha Benoit reported that although there were reduced hours during February into March, there was a 12% increase in visitations. Amy Leonard has reported 30 to 40 participants at each Children's program.

The service upgrades to Library website have been completed, allowing patrons to reserve museum passes and the study room for themselves. They are still welcome to call the Library to do it as well.

Chuck Shultz submitted a report on the HVAC system concerning the loss of heat over the past month (Attached).

The Reading Room ceiling is a capital request which will be made at Town Meeting on April 25, 2022. The target date to start work is July 1, 2022.

The summer reading program is being planned.

The Ayer CPC accepted the Ayer Library's application to digitize part of the historical collection.

**Motion:** A motion was made by Bob Gardner and seconded by Becky Campaner to approve the Director's report.

**Motion passed by roll call vote 8-0-0**

**Agenda Item: Accepting Tim Silva's resignation**

**Motion:** A motion was made by Becky Campaner and seconded by Rebecca Myers to accept the letter of resignation.

**Motion passed by roll call vote 8-0-0**

**Agenda Item: Keeping the 3-member management team in place**

**Motion:** A motion was made by Cyndi Lavin and seconded by Debra Faust-Clancy to table the matter until after the Executive Session on March 24, 2022.

**Motion passed by roll call vote 8-0-0**

**Agenda Item: Extend the reduced hours through April 30, 2022**

More hours are planned for May, including 1 night until 8:00 pm and more hours on Saturdays.

**Motion:** A motion was made by Becky Campaner and seconded by Bob Gardner that the reduced hours be extended through April 30, 2022.

**Motion passed by roll call vote 8-0-0**

**Agenda Item: Old Business**

Samantha Benoit attended the Budget Forum on March 16, 2022. There were no questions for the Library. The budget will be staying as submitted for Annual Town Meeting.

**Agenda Item: New Business**

Postponement of internal Board elections: Sharon, Sue, and Cyndi offered to stay on



in their roles until a new Director is installed. Usually the jobs are shuffled at the Board meeting following Annual Town Meeting.

**Motion:** A motion was made by Cyndi Lavin and seconded by Becky Campaner to delay changing roles within the Board until after a new Director is installed.

**Motion passed by roll call vote 8-0-0**

Director Search: Sharon requested that an outside firm be hired for the Director search. Laurie Sabol requested that the final interviews be heavily advertised to invite community participation. There was a short discussion on whether non-Board members can ask questions. Sharon will find out.

**Motion:** A motion was made by Sue Kennedy and seconded by Rebecca Myers to have Sharon Slarsky obtain bids for an outside firm to conduct the first round of the Director Search.

**Motion passed by roll call vote 7-0-1**, Debra Faust-Clancy abstaining

Update of Library Policies: Samantha Benoit went over the updated policies for hot-spot lending, the study room, and petty cash. These are the policies that the Library has been following, and they just need to be made official by vote. Sue asked if there had been any problems leading to changes, and Samantha said no.

**Motion:** A motion was made by Bob Gardner and seconded by Sue Kennedy to officially adopt the updated policies.

**Motion passed by roll call vote 6-0-2**, Maggie Durand and Rebecca Myers abstaining

**Agenda Item: Public comment**

None

**Next Meeting:** March 24, 2022 at 6:00pm, Executive Session  
April 28, 2022 at 6:00 pm, regular meeting

**Adjournment:**

**Motion:** A motion was made by Bob Gardner and seconded by Becky Campaner to adjourn meeting at 6:50 pm.

**Motion passed by roll call vote 8-0-0**

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