

July 15
Debra Faust-Clancy

Ayer Library Board Open Session Meeting Minutes: ~~June 24~~, 2021

Sharon Slarsky, president, presiding. Meeting called to order at 6:00pm
Trustees present: Becky Campaner, Debra Faust-Clancy, Susan Kennedy – treasurer,
Cyndi Lavin – secretary, Sharon Slarsky – president
Trustees remote: Maggie Durand, Robert Gardner
Tim Silva – Library Director Samantha Benoit – Asst. Library Director
Rebecca Myers – prospective Board member

Agenda Items: Call to Order

Review and approval of agenda: No changes made

Motion: A motion was made by Cyndi Lavin and seconded by Becky Campaner to approve the meeting agenda as posted.

Motion passed by voice vote 7-0

Announcements: Director Tim Silva will be on vacation from August 4 – 16. The Verizon telephone line that was damaged in the road construction is still not working. Tim is looking into internet cable for the next upgrade of the system.

Public comment: None

Approval of Meeting Minutes: No changes made

Motion: A motion was made by Becky Campaner and seconded by Debra Faust-Clancy to approve the meeting minutes from June 24, 2021

Motion passed by voice vote 7-0

Agenda Item: Appointment of new Trustee

Motion: A motion was made by Becky Campaner and seconded by Debra Faust-Clancy to appoint Rebecca Myers to an open elected position on the Trustee Board. Rebecca will have to run for the position in the next Town election, 2021.

Motion passed by voice vote 7-0

Agenda Item: By-Law change

The Trustees discussed amending Article One of the Trustees' by-laws, to either change the day, date, and/or time of the monthly meetings, or to eliminate the phrases specifying times and dates altogether. Debra Faust-Clancy pointed out that decisions of this type need to be voted on at the following meeting.

Motion: a motion was made by Debra Faust-Clancy and seconded by Becky Campaner that the Trustees vote next month, August 19th on a change to the by-law.

Motion passed by voice vote 7-0

Agenda Item: Board recruitment

Maggie Durand will reach out to one of the previous people who expressed interest. There is still one elected position empty on the Board.

Agenda Item: Reports (attached)

Treasurer: Sue Kennedy reported that there has been no activity other than interest on the accounts. Tim reported that he had dropped off the check to the Town Hall from the Bemis Community Investment Fund. It will be deposited into the Library Special Fund by Town Treasurer Barbara Tierney. Sue explained that the Trustees no longer have signing rights, that it is now a Town account, similar to the other Town departments.

Motion: A motion was made by Becky Campaner and seconded by Cyndi Lavin to approve the Treasurer's report.

Motion passed by voice vote 7-0

Director:

Covid operations update: Tim reported that patrons were very happy to be able to visit and browse the Library once more. Mask restrictions are still in effect in the Children's room, but patrons have been advised that if they are fully vaccinated, they may forego masks upstairs. The plexiglass shield at the front circulation desk is gone. So far, there have been no complaints. Some people are still using the curbside shed for pickup. The staff is happy to do both in-person or curbside. Summer reading numbers are a bit lower than in the past. Sign ups are available online, and prizes can be picked up inside or from the shed. Amy Leonard, Head of Children's Services, is planning on starting up storytime again soon.

Strategic plan update: Tim said that the chosen goals and objectives will be ready for next month's meeting. The process is on schedule. Sharon Slarsky asked what criterion was used for choosing which goals and objectives would be included in the Strategic Plan. Tim said they were based upon observed clusters of interest: what the Library wants, what the patrons want, and what the Library needs. Sue asked if the Library needed to hire a consultant each year. Tim said no, that the raw data will be useful for years to come. There was a short discussion on Library hours, which now stand at 41.

Ceiling repair update: Barbara Cheeks, Head of Adult Services, is looking at restarting adult programming, but the ceiling repair is a problem. The insurance company wants to know the root cause of the collapse. Facilities Director Chuck Shultz brought in an engineer from the insurance company. Repairs may need to wait until it is determined what the insurance will cover. Becky Campaner asked if the rest of the ceiling has been examined. Tim said not entirely, but the other ceilings use different construction methods and materials, and they are not cracking. Debra Faust-Clancy asked Tim to ask for updates on when the repairs can begin. She stated that we shouldn't have to wait for the insurance company in order to start, because the

repairs were essential to operations.

Staff update: Keith Ugles, former Ayer Library Clerk, has been promoted to Circulation Librarian. In addition, Heidi Flynn was hired as a Circulation Librarian. She is an Ayer resident who formerly worked at the Conant Public Library in Sterling MA. They are filling the two empty positions left by Autumn Dor and Thomas Tagliavento. Tim will wait and see if it is necessary to hire another clerk.

Motion: A motion was made by Becky Campaner and seconded by Debra Faust-Clancy to approve the Director's report.

Motion passed by voice vote 7-0

Agenda Item: Director's Contract

Bob Gardner and Debra Faust-Clancy met and went into Executive Session on July 6, 2021 to discuss and work on the contract. The goal to have it finished is September 30, 2021.

Additional Board Questions:

Sharon Slarsky asked if the new contact sheet for the Trustees was ready. No, but soon.

Next meeting: August 19, 2021 at 6:00pm

Adjournment:

Motion: A motion was made by Cyndi Lavin and seconded by Becky Campaner to adjourn at 7:06 PM.

Motion passed by voice vote 7-0

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TOWN OF AYER
TOWN CLERK