

Committee name: Gleason Public Library Trustees

Meeting date: January 14, 2021

Zoom meeting only due to COVID-19

Meeting Minutes

Present: Karen Gettings, Dale Joachim, Martha Feeney-Patten, Maxine Crowther (FoGPL), Christine Stevens, Barney Arnold (SB), Christine Lear, and Wanda Avril (Carlisle Mosquito)

Open Session

1. Meeting called to order at 7:05pm.
2. Minutes approved.
3. Municipal Facility Committee meeting (12/22) report - C. Stevens:
 - a. Library rooftop or energy efficient handler.
 - b. Library requests needs additional basis; current estimates low.
4. Fundraiser update
 - a. Christine Lear is introduced to lead the capital campaign.
 - b. C. Lear shares her past fundraising experience (WGBH - past, FRS - current) and willingness to take on this scale project given sufficient team support.
 - c. GPLTs affirm commitment to fundraising campaign.
5. Director's report
 - a. Budget on track.
 - b. Spending increased on digital items.
 - c. Personnel to receive GPL fleece.
 - d. MAR spending requirements met.
6. FY22 Library Budget draft review
 - a. Material budget needs increasing to offset increased wages and maintenance costs.
7. New website review
 - a. The new website is much easier to navigate.
 - b. Suggestion to add a log-in button to one's account at the top right of the page.

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- c. Suggestion to limit 'Calendar of upcoming events' to future in order to avoid unnecessary scrolling.
 - d. Need to move to secure transmission noted (https rather than the current http).
- 8. Library space study
 - a. Limited scope: noise travel mitigation.
 - b. Larger scope: interior redesign.
- 9. Library reopening plan
 - a. To be reassessed month to month.
- 10. Maternity leave policy review
 - a. Personnel committee met and asked if PFML was implemented in other town libraries.
Most towns have not implemented such policy.
 - b. Regardless of implementation in other town libraries, the GPLTs considers this policy justified to implement, particularly in the context of COVID-19.
- 11. New items
 - a. None discussed.
- 12. Next meeting date: February 4th, 2021 at 7pm.
- 13. Meeting adjourned at 8:01PM.