

Topsfield Town Library Board of Trustees Meeting

Tuesday, February 9, 2021
Virtual Meeting via Zoom
Call in number: 929 436 2866
Meeting ID: 865 5215 2193
Password: 750737

Present by roll call vote: Trustees – Kathy Hartmann, Gail Bryson, Cary Playter, Ken Scott, Maureen McCarthy, - Director Laura Zalewski. Absent, Olivia Gatti.

K. Hartmann called the meeting to order at 5 PM.

- **Approval of Meeting Minutes** – Motion made to approve minutes of January 12, 2021 as amended by K. Scott, seconded by C. Playter. Approved by unanimous roll call vote.
- **New Business**
 - **Staff Appreciation** – There is usually a staff appreciation luncheon put on by the Trustees in February but because of Covid this year, it was suggested that the Trustees pitch in to get individual gifts of candy with a note of appreciation which could also be related to Valentine’s Day. There are 10 people on staff. M. McCarthy has volunteered to do this and will get candy/card and deliver it to Library by Friday. She will let us know cost so she can be reimbursed.
 - **Trustees whose term will be up in May** – K. Hartmann and O.Gatti have terms expiring in May. O. Gatti will not be seeking reelection, K. Hartmann is undecided. Nomination papers are due at Town Clerk’s office the third week of March. L. Zalewski will post vacant position(s) on Library website to make public more aware.
 - **Mural Statement** – Murals in the original lobby of the Topsfield Town Library painted by Harold Field Kellogg in 1934 portray images of Colonists and Native Americans that were popular art at that time. In this current environment, there is concern that they may be construed as inflammatory. L. Zalewski has discussed with Meg Black (artist) who feels that there is some disrespect to the Native Americans in these murals by how they are depicted. As there is uncertainty as to how this should be handled i.e. possibly painted over, covered or statement from Trustees near murals, L. Zalewski will discuss further with M. Black for ideas and wording of possible statement and it will be deferred to next month’s meeting.
- **Director’s Report** – see attached.
- **Former Business**
 - **Facility project**
 - Carpeting – to be installed 2/18. Payment for new carpeting for circulation area was approved by Trust Commissioners.
 - Make up air unit – on hold secondary to snow on roof.
 - Lighting project – Lighting project reimbursement has been approved by Select Board on 1/22.
 - New phone system- installed.

- Security cameras – waiting for response from Alarmex.
- Engineering study – recent discussion with K. Harutunian, town administrator, who feels that operating budget may be used to pay for same.
- Automatic door opener grant application – L. Zalewski and JC Brown, Fire Chief, met with ADA state grant coordinator. Focus of last year’s grants were on Western Mass and recent installation of elevator in Town Hall may have had some influence on why grant was not awarded to Library. It was suggested that letters of support for same along with letters from patrons who have accessibility problems be presented with next application which is not due until next December. L. Zalewski felt that attitude from ADA Coordinator was encouraging.
- **FY21/22 Budget and Capital/Warrant Articles** - L. Zalewski and K. Hartmann attended the January 28, 2021 Select Board meeting where budget was presented. J. Guido, FinCom rep to Library, has asked for meeting which should occur in the next 2 weeks.
- **Audrey Iarocci Memorial** – K. Scott visited artisan’s workshop and he hopes to have completed in the next week or two. O. Gatti had volunteered to contact Masco Art Department for possible calligraphy and K. Hartmann will send note to her to see if contact has been made.
- **Trust Commissioner Vote on Lighting Project** – Trust Commissioners have approved both rugs and lighting. It had been agreed that they would supply report/meet with Library Trustees on a biannual basis to update funds and C. Playter/K. Hartmann will inquire about same.
- **Friends of the Library** – Tomorrow’s scheduled meeting has been cancelled. K. Scott indicated that Friends have been pleased with Membership Drive response.
- **Art Committee Update** – no update.
- **Music Committee Update** – Note was sent by G. Bryson explaining that musical offerings at other venues would not be included in the Library Newsletter unless we were sponsoring them.

Motion made to adjourn meeting at 5:56 PM by M. McCarthy , seconded by K. Scott- approved by unanimous roll call vote.

Next scheduled Zoom Board Meeting – Tuesday, March 9, 2021 @ 5 PM.

Respectfully submitted,

Gail Bryson

List of Attachments

Agenda for 1/12/21 BOLT meeting
 Director’s Report January 2021
 Native American Mural paintings/Harold Field Kellogg statement
 Library Monthly Financial Report February
 Gould Fund A Profile February