

Topsfield Town Library Board of Trustees Meeting
Tuesday, April 14, 2020 5:00 p.m.
Virtual Meeting via Zoom
Call in number: 929 436 2866
Meeting ID: 228 960 362
Password: 018180

Present: Trustees— Gail Bryson, Kathy Hartmann, Janet Kmetz, Abigail Jackson, Ken Scott
Olivia Gatti
Library Director: Laura Zalewski

AGENDA

Gail Bryson called the meeting to order at 5:03 p.m.

Approval of March 12, 2020 Meeting Minutes: - Ken Scott made the motion to approve the March 12, 2020 meeting minutes as amended, seconded by Olivia Gatti. The motion was accepted unanimously.

New Business:

- Library's response to the COVID-19 pandemic - See the attached Director's Report for details.

- Delay of Director's Review: Laura Zalewski will check with Kevin Harutunian to see if there are any changes in the evaluation process and then contact Gail Bryson in the next two weeks. Gail Bryson will then send out the evaluation forms to BOLT members, who will complete them and return them to Gail Bryson.

Director's Monthly Report:

See the attached report.

Former Business:

- Small Trusts discussion and Gould Trust update – Kathy Hartmann shared an e-mail from the Trust Commissioners that advised that the Gould Trust fund income generated for this year has not been affected by the current decrease in fund values and that BOLT does not need to adjust our budget expectations. The committee agreed that there is no current need to use the unrestricted small funds and to let them grow.

- FY2021 Budget update – The security cameras have been removed from the town's warrant articles. The engineering study remains in the library's operating budget.

- Audrey Iarocci Memorial update – Nothing new to report. Janet Kmetz will talk with Ken Scott about ideas.

- Art Committee update – The DeCordova art swap-out has been extended to March 2021.

- Music Committee update – Nothing new to report.

Meeting Adjourned: Janet Kmetz made a motion to adjourn, seconded by Ken Scott. Motion passed unanimously. Gail Bryson adjourned the meeting at 5:34 PM.

The next scheduled BOLT is on Tuesday, May 12, 2020 at 5:00 PM via Zoom.

Respectfully submitted,
Kathryn Hartmann

List of Documents:

- Agenda for 4/14/2020 BOLT meeting
- Minutes from 3/10/2020 BOLT meeting
- Director's Report, April 2020