

Taft Library Board of Trustees

Meeting Minutes

March 11, 2020

Taft Library 6:00pm

Attendees: Amy Fahey, Ellen Agro, Wayne Phipps, Kelley Aubut, Andrew Jenrich

Absent: Shana Miller, Leigh Martin

1. Call to order – 6:03 pm
2. The Board voted to accept the February minutes – On a motion from Wayne, seconded by Ellen - passed unanimously, Kelley abstained
3. Director's report
 - i. Andrew will be looking for a new HVAC maintenance company
 - ii. Someone backed into one of the low light posts
 - iii. The porch railing is separating. Andrew will have Steve look at it.
 - iv. The book clubs seem to doing very well
 - v. We are taking a wait and see approach to canceling programs in light of the COVID-19 health crisis. Andrew would like to have a policy to cover situations like this. Andrew presented a draft.
Amy made a motion to approve the library's policy on emergency closing as edited, Kelley seconded. Passed unanimously.
 - vi. Andrew is running out of storage space
 - vii. The library will be purchasing two bulletin boards for posting non-library items. One will be for non-profits and the other will be for for-profits.
4. Status of RFQ for Feasibility Study-
 - i. RFQ will be issued on March 12, 2020
 - ii. Ellen will let Laura know to expect the RFQ with a deadline of 2pm on April 1st, 2020
 - iii. Ellen will send electronic copies of each submission to all board members. Each will evaluate the submissions and a selection will be made at the April 8th meeting
5. Finalize Animal Policy- tabled until April meeting
6. Strategic Planning- Ellen reported there is no Master Plan for Mendon
7. Next Meeting Date Wednesday April 8, 2020 at 6:00pm
8. Meeting adjourned at 7:55pm