

Taft Library Board of Trustees  
**Meeting Minutes**  
**May 15, 2020**  
**Held via Zoom videoconferencing**

1. Call to Order – 6:29 pm  
Amy read opening statement regarding Governor’s Order allowing remote access public meeting due to COVID-19.  
Amy Fahey, Kelley Aubut, Shana Miller, Leigh Martin, Wayne Phipps present  
Andrew Jenrich, Tara Windsor– also present  
Architects David Eisen and David Pollak joined at 7:08 PM
2. Approval of 4.8.20 Meeting Minutes – Motion by Kelley, second by Wayne passed unanimously
3. Approval of 4.20.20 Meeting Minutes – Motion by Leigh, second by Kelley passed unanimously
4. Approval of 4.22.20 Meeting Minutes-- Motion by Wayne, second by Kelley passed unanimously
5. Director’s Report – The steps and procedures for a phased re-opening at the library have been communicated to staff. Re-opening is contingent upon directives from the governor and local Board of Health. Protocols for quarantining of materials, check-out procedures, use of services, and staff responsibilities and personal protection have been established. Amy noted a need for maintaining patron confidentiality, especially when printing and faxing documents for patrons. Maintenance of user confidentiality will be communicated in policy and publicity about the re-opening.  
Virtual programming has been gaining in popularity as the library has offered book clubs, story times, ice cream raffles and other programs via various media.  
Andrew highlighted four areas of concern in the budget: salaries; lights; supplies; and building maintenance; spending is down in these categories as contrasted with last year. Communication from the Town has been limited.
6. Update on Feasibility Study – David Eisen provided a comprehensive guided tour of three options for the Rectory space. Options A and B involve renovations to the existing structure and creation of an outdoor amphitheater, while Option C would entail demolishing the Rectory and erecting a pavilion. Differing entry points, storage space, and room configurations were discussed. Ongoing consideration of many factors should be undertaken by the trustees and staff, including storage and shelf space, size of conference room, use of and flow in facility, in addition to the needs of the library, community and other constituencies. Topics will be revisited at next meeting.

7. MBLC's Earmark Rollover Request [postponed definitely to next meeting](#)
8. MBLC's Special Report Strategic Planning [postponed definitely to next meeting](#)
9. Topics unanticipated within 48 hours of posted meeting [none](#)
10. Set next meeting and adjourn [May 19, 2020 6:00pm](#)  
[Wayne motion, Kelley second adjourned 8:31pm](#)

