

**Starr Library Board of Trustee Meeting**  
August 24, 2020

Minutes

**Trustees Present:** George Baker, Shea Dean, Jill Horn, Ronnie Citron-Fink, Paul Higgins, Al Ragucci, Lisa Reticker, Donna Warner, Karen Unger, and Director Stephen Cook

**Trustees Absent:** David Lavallee, Kat Melo

**Friends Representative:** Stephen Frost

- I. Meeting called to order by President Al Ragucci at 5:36 P.M. *This meeting was held via Zoom due to the coronavirus pandemic.*
- II. **Secretary's Report:** Minutes of July 2020 meeting reviewed. Motion to accept: Lisa, Ronnie 2<sup>nd</sup>. Passed unanimously.
- III. **Treasurer's Report:** *David Lavallee sent the report to the board prior to the meeting.* Motion to accept: Jill. Second, Donna. *Passed unanimously.*
- IV. **Director's Report:**
  - a. Stephen Cook mentioned that the library is reopening on Monday, August 31, at 10am. He said they are ready. They got additional custodial help. They will be continuing curbside service for those who want it. Hours will be M-F 10-5pm.
  - b. Stephen wanted guidance about collecting fines. Stephen recommends waiving fines in perpetuity. Ronnie concurs. She suggested that the Library find a way to let the patrons choose to pay their fines through a donation. The "Starr Jar" for donations may be reintroduced. The board concurred.
  - c. Stephen detailed the reopening plan re: capacity, signage, air filtering systems.
- V. **Friends Report:** Stephen Frost said they had their first Friends meeting since Covid last Friday in the pavilion by the park. He said they plan to have an outdoor book sale Fri-Sun Oct 2-4 and needed volunteers to make that happen.
- VI. **Claims and warrants:** Motion to accept: George, 2nd Karen. Passed unanimously.
- VII. **Committee Reports:**
  - a. **Long Range Planning Committee.** Donna reported that the LRP committee has met on Tuesdays and Wednesdays to put together a community-wide survey. Plan is for the LRP committee to meet with Paul Mays on Wednesday to present him with the draft survey and get his feedback on it. Plan is to convene one or two informal zoom meetings in September with Stakeholders who were interviewed by Mays last winter to share the results with them and "take the temperature" of the stakeholders regarding possible expansion / renovation plans. Survey Monkey survey to go out in October to whole email list plus all other lists we can identify. Donna mentioned polling non-users on streetcorners of the village sometime in

the future, when it's safe, to see why they don't use the library. Donna talked about how to promote the survey through sending postcards and sending invite to mailing list / posting on FB etc. Re: general LRP document (5-year plan) Donna said that trustees would each take on different subject areas to help define goals; goal is to complete within 9 months to a year.

- b. **Personnel committee:** Lisa reported that the nominated committee came up with a flyer to recruit new trustees (sent separately to trustees). She said she hoped that they could send it out in September, put it up on the FB page, etc, and get at least 5 applicants for the spot being vacated at the end of the year by Jill Horn. Deadline of Oct 15 for applications. Donna noted that the public should be invited to the Board Meetings, and Stephen agreed to publicize the link in the newsletter for the next meeting.
- c. **Website and programming:** Shea suggested that the website could use improvement. She suggested that other trustees look at the website and compare it to neighboring libraries' websites and suggest ways to make it more organized, up to date, welcoming, and informative. Donna, Ronnie, Al, and Lisa all agreed to look at the website and send Shea comments about it by Sept 7. We also talked about adding book groups for school-age kids.

VIII. Motion to adjourn: 6:49P.M. by Jill, 2nd Ronnie. Passed unanimously.

Next Meeting Monday, Sept 28, 2020 5:30pm

Submitted by Shea Dean