

**Weston Public Library  
Board of Trustees**

**Meeting minutes** *June 1, 2020*

**In Attendance via zoom**

- Jennifer Warner, Director
- Allison Palmgren, Assistant Director
- Linda DeLaney, Trustee
- Dee Freiberg, Trustee
- Emily Hutcheson, Secretary
- Joe Mullin, Vice-Chair
- Julie Panagakos, Chair
- Susan Scott, Trustee
- Camille Schmadek, FWPL

**Call to order** by Julie Panagakos at 9:35 AM

Julie read the statement from the State regarding how to hold public meetings virtually while Town buildings are locked for the COVID-19 pandemic.

**Approval of Minutes:**

- **March 2:** Joe Mullin moved to approve; 2nd by Dee Freiberg. **Motion approved unanimously, by roll call.**
- **March 13:** Joe Mullin moved to approve; 2nd by Dee Freiberg. **Motion approved unanimously, by roll call.**
- **May 4:** Julie Panagakos moved to approve; 2nd by Joe Mullin. **Motion approved unanimously, by roll call.**

**Director's report:**

- Jenn reported that the trial run of curbside pickup last Friday went very well, with a couple dozen happy patrons receiving their orders in bags through the window of their cars.
- She will deliver the bags to patrons next Friday using the same system, and will make changes when we move toward the second phase of reopening and as the Weston Emergency Management Team allows.
- For now, only three staff are allowed at once in the building, on staggered shifts. The earliest possible date for the public to come inside in limited numbers is sometime in July.
- Plexiglass dividers are to be installed.
- New workflow protocols have been developed and will be altered as things keep opening up.
- Alli has worked with teachers and students to help many more students use video services like Hoopla, and will continue to make instructional videos on how to access library materials.
- The number of patrons using electronic platforms is increasing at an astonishing pace, especially Hoopla, which had a few more than 200 borrows in January and February, then more than double that in March (474); 835 in April; and 869 in May.
- Julie asked about what plans are in place for the AIC; Jenn gave a brief update on where that stands now, and on some of the good things Jean Arturi is doing.
- The Board encourages Jean reach out to other area centers to find out what they're doing, as well as to continue working on her good ideas for small events, fund raisers, and surveys.

**Next Meeting: July 13 at 9:30AM via zoom**

**Julie moved to adjourn at 10:25AM**

Respectfully submitted, Emily Hutcheson, secretary