



Amber Moroney, Interim Director  
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Margaret Connolly, Co-Chair  
Mary Ann Sliwa, Co-Chair  
Tracy Driscoll  
Sarah Santos  
Monika Wilkinson



<b>DPL TRUSTEES MEETING MINUTES</b>	
<b>JUNE 3, 2020, VIRTUAL, 4:30PM</b>	
<b>MEETING CALLED BY</b>	Board of Library Trustees, Dedham
<b>TYPE OF MEETING</b>	Virtual Board Meeting
<b>CO-CHAIRMAN</b>	Margaret Connolly and Mary Ann Sliwa
<b>SECRETARY</b>	Tracy Driscoll
<b>ATTENDEES VIA PHONE</b>	Margaret Connolly, Sarah Santos, Mary Ann Sliwa, Monika Wilkinson, Tracy Driscoll, and Amber Moroney

**PLEASE NOTE DUE TO THE COVID19 PANDEMIC THIS MEETING WAS HELD VIRTUALLY VIA ZOOM**

The meeting of the Dedham Library Board of Trustees was called to order at 4:34pm by Co-Chair, Ms. Sliwa.

**Public Input:**

Ms. Lisa Desmond stated that she had spoken with the staff and, as the union representative, was speaking on their behalf. She wanted to acknowledge that Ms. Moroney, Interim Director, was providing clear communication and confident leadership during this time of pandemic.

Ms. Cecilia Emery Butler had two comments/questions. She wondered why the library was not open while others libraries in surrounding towns had already begun curbside pick-up. She also wanted to know why the furniture in the children's room needed trustee input when the Friend's had already decided what they wanted to purchase. She felt this had not been the process in the past.

**Discussion Strategic Planning Working Group – Pandemic Response**

Ms. Driscoll outlined Phase 2 of the libraries multiphase plan. She stated that the plan had not changed since the Board's last discussion on May 27, 2020. She stated that the library, following the Town's directive, would have staff coming back to work in small, rotating teams and that curb-side pick-up would begin on June 15, 2020. Ms. Moroney then updated the Board on pandemic response services that the library might be able to arrange. She had contacted the schools to see if it was possible to use their van for book drops. She had also contacted the middle and high school librarians regarding helping to make sure summer reading lists could be accessed through Hoopla and Overdrive. She discussed Wi-Fi being available at the Endicott Branch. Mr. Courtney stated that if the Wi-Fi needed to be boosted hardware might be necessary. Ms. Moroney also discussed the measures being implemented in the building to ensure a safe return for staff.

### **Discussion and Vote Children's Room Furniture**

Ms. Sliwa spoke prior to the discussion and vote regarding the children's room furniture. **She made an impassioned plea for the Friends' to reconsider directing their funds to items that might be more needed during a pandemic.** She said the Children's Room would not be open to the public for months. When it does open it will be under limited capacity and services with most furniture being stored until a vaccine was available. She stated that she had attended many library reopening meetings and other Friend groups were offering money to their library for they could determine what was most useful during this time. She greatly appreciated the Friends' gesture but wished they would direct their donations to more immediate needs.

The trustees then discussed and voted on each proposed item for the Children's Room.

**Children's sized chairs:** Ms. Connolly stated that she believed there would be a need for children's sized chairs in the future and since they were stackable she felt comfortable voting for their purchase. Ms. Driscoll stated that she felt the donation would be better used for hands-free book drops and other items that could be essential during the pandemic and also useful in the future. However, she stated that if the Friends were determined to use the donations for children's furniture she would not oppose their purchase. Ms. Santos and Ms. Sliwa were not supportive of any purchase of furniture at this time. Ms. Wilkinson felt that the needs of libraries could change in the future and that purchasing items at this time was not a prudent use of funds. She stated other needs during the pandemic were more pressing. However, she did think that children's chairs could be used going forward. A roll call vote was taken. Ms. Connolly, yes; Ms. Driscoll, yes; Ms. Santos, no; Ms. Sliwa, no; Ms. Wilkinson, yes.

**Teen Chairs:** A roll call vote was taken. Ms. Connolly, no; Ms. Driscoll, yes; Ms. Santos, no; Ms. Sliwa, no; Ms. Wilkinson, no.

**Toddler Chairs:** A roll call vote was taken. Ms. Connolly, yes; Ms. Driscoll, yes; Ms. Santos, no; Ms. Sliwa, no; Ms. Wilkinson, yes.

**Tables:** A roll call vote was taken. Ms. Connolly, no; Ms. Driscoll, yes; Ms. Santos, no; Ms. Sliwa, no; Ms. Wilkinson, yes with reservations.

### **Discussion Hardware/Software Upgrades for Patron Computers**

A discussion took place regarding a proposal to upgrade all patron computers prior to the end of this fiscal year. The trustees acknowledged that this was a need that they supported for the future but not an immediate need considering the present situation. The library was currently closed to patrons and allowing multiple patrons in to use computers would not be happening any time soon. When patrons were allowed back into the building, in a limited capacity, laptops would most likely be used. Ms. Connolly stated she knew there was a need and that this was something that we could address when the library is ready to fully open to the public. **Ms. Driscoll also stated that the Trustees' understood the need but it was not an immediate need during the pandemic. She and Ms. Wilkinson listed other purchases that could benefit patrons immediately that they had researched. Items like touchless book drops, lockers for after hour pick-ups, touchless entry handles, sanitizing mats, hotspots and additional laptops for circulation, additional audio and eBook purchases and any item that could benefit the public immediately. Ms. Wilkinson also expressed her understanding that the library computers needed upgrading but questioned the timeframe of the service contract and buying computers when we don't know where we will be in six months. Ms. Santos stressed that she wanted the upgrade for computers but saw other immediate needs, especially since the library would have limited public access until a vaccine was developed. In addition she worried that the service contract would start and be in effect for a large period of time when no one was using the computers.** Ms. Moroney proposed that we table the computer upgrade for now and revisit in the future. She also stated that she would be working with the UX Manager to create a technology plan for the library going forward.

### **Director's Report**

Ms. Moroney stated that over 200 people attended the "Smack Dab in the Middle" author event on Zoom co-sponsored with Janet Reynolds of the Blue Bunny. Ms. Sliwa stated that the event was a model for the Town going forward.

The emergency exit door was replaced downstairs and the key card company installed hardware for staff key cards.

Julie Harvey compiled books for discussion on current issues. Monika Wilkinson stated that she thought the resources were high quality materials.

Ms. Moroney stated the library would be one of three sponsors for the Candidates' Night on June 15 at 7pm.

### **Old/New Business**

It was determined that the next meeting would be decided through a doodle poll.

A motion to adjourn was made by Ms. Connolly at 5:42pm and seconded by Ms. Wilkinson. A roll call vote was taken. Ms. Connolly, yes; Ms Driscoll, yes; Ms. Santos, yes; Ms. Sliwa, yes; Ms. Wilkinson, yes.

Respectfully submitted,

Tracy Driscoll