

**BOARD OF LIBRARY TRUSTEES  
MEETING MINUTES**

DATE: September 8, 2020 TIME: 6:30p.m. PLACE: Virtual Zoom Meeting  
 PRESENT: Jocelyn Meek, Chairperson; Lisa O'Donnell, Vice Chair; Frank Ciarfella; Phyllis Ellis; Aminah Pilgrim; Margaret Mone; Joseph Policape;  
 Pastor Mattieu Delisme; Paul Engle, Library Director  
 ABSENT: None  
 VISITORS: Mark Linde  
 RECORDING: Tina King

<u>TOPIC/AGENDA</u>	<u>FINDINGS/DISCUSSION</u>	<u>RECOMMENDATIONS/ACTIONS</u>	<u>FOLLOW-UP</u>
1. Acceptance of Minutes	Approval of minutes from July 14, 2020 as submitted.	Approval of minutes by Phyllis Ellis, second by Aminah Pilgrim; voted unanimous.	
2. Hearing of Visitors	Mark joined the meeting to check in with the Board and say Hi.		
3. Chairman's Report	Reported on her positive experience on coming into the library with her children.		
4. Director's Report	Gave a report on the summer hours during the pandemic at the Library;  Closed on March 16, 2020 offering no services. May skeleton crew returned offering contactless curbside pickup. June visits to the library's Children's, Reference and Branches by appointment only. July opened to public offering important limited services. We held many programs virtually, including the Suffrage events and summer reading.  Our library was the first metropolitan library to reopen in the Commonwealth.		
5. Discussion about reopening plan	The next step to re opening is opening the circulation area but because Brockton is in the yellow area and close to the red area, we are not ready for the next step. Would like to stay where we are and reevaluate at the October meeting.	Will reevaluate in October by Joseph Policape, second by Frank Ciarfella; voted unanimous.	

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6. Director's contract		Jocelyn and Lisa will move forward with this by contacting Sandra in HR. Will table until October meeting.	
7. Old Business	Amazon lockers – Paul will contact Jim Plouffe.		
8. New Business	Had meeting with Troy Clarkson about Cares Act. Use funds for a bookmobile, website, permanent glass for all circulation desks and some laptops.  Aminah spoke of a grant for potential funding for the City. She would like the library to be a part of it.  Tom Mahoney will be filming a shoot for a TV show at the West Library in late October. It will take one day and he has the permission of the Mayor.		
9. Special Session	Begin executive session at 7:23pm  End executive session at 7:33pm	Motion by Margaret Mone, second by Frank Ciarfella; voted unanimous. Motion to end executive session by Frank Ciarfella, second by Phyllis Ellis, voted unanimous.	
10. Adjournment	Meeting adjourned at 7:35pm.	Motion by Margaret Mone, so moved.	