

READFIELD COMMUNITY LIBRARY
BOARD OF TRUSTEES BOARD MEETING
OCTOBER 7, 2020

The meeting was called to order at 6:30 (via Zoom) by Chair, Pam Mitchell.

Those present: Pam Mitchell, Jen Bonnefond, Sonya Clark, Brenda Lake, Deb Peale, Maureen Kinder, Jan Tarbuck, Pat Clark, Betty Peterson, and Melissa Small, Librarian.

Secretary's report: The minutes were approved.

Treasurer's Report: The Treasurer's report was approved.

Librarian's Report:

- Library Services: All Library services continue to be offered (with the exception of the patron computer) according to Coronavirus restrictions.
- Maine State Library Guidance: Melissa continues to attend these meetings held by Zoom twice a month.
- Personal Protective Equipment: Our supply of cloth masks is getting low. A few board members volunteered to make some more.
- WiFi Issue: As of September 15, WiFi seems to be working consistently.
- Facebook: We have 344 followers (an increase of 12 since last month). Winthrop Plays Outside recently shared our Story Walk as one of their "daily activities".
- Building Issues: Side door needs to be scraped and painted. A Board member volunteered to do it. Need a new sign with new hours for front lawn and a more permanent sign for the entrance of building. Deb Peale has crafted more beautiful wooden book stands. Thank you Deb. There have been questions about the heating system and air flow. Eric is purchasing a mobile air purifier for the Library. Not sure if we should use Heat Pumps or Oil Heat. Pam will check with Eric.
- 2020 Collection Weeding Project: Adult Nonfiction is the only collection left to be weeded this year. A few Board members volunteered to do this.
- Program Updates for September 2020: Story time at the Beach was held 5 times and very successful. Will continue through October and then will be offered via Zoom. Bookmaking Unlimited Workshop for Teens did not take place due to no sign ups. September Book Club was held at the Town Office with 5 attending. October Book Club will be held on October 21 at 6:30 pm at the Town Office
- New Library Cards for September: 12 new cards were issued.
- Annual Pumpkin Contest: Thanks to Jan and Woody Tarbuck for helping to organize this contest. Children and Teens have been enjoying this "guess the weight" contest.
- Story Walk: Thanks to Pat Clark for organizing this event. Many people have been enjoying this walk behind the Library.

Thank You Melissa for all your thorough work.

OLD BUSINESS:

- Fall Book Sale Update: This event is going well. Thanks to Deb and Pam for sorting and setting up the books. Most buyers are patrons of the Library but have had a few buyers come in specifically for the sale.
- Volunteer Appreciation: We will send out thank you notes to our volunteers.

- Halloween: We will participate with the Town Office in the Trunk-Or-Treat and Pumpkin Path Event which will be held at the Readfield Fairgrounds on Church Road on October 31 at 5:00 pm. Many have offered to help with this.
- Christmas Tree Lighting: Due to Covid19, we will only have a tree and lights at the Library. We will try to have music playing outside while the Library is open and we will hand out mini candy canes.

NEW BUSINESS:

- Covid19 Response: Due to a couple of recent outbreaks in our local schools, we discussed what we should do if things change. We have decided that we will listen to advice from Maine CDC and from Eric, our Town Manager, and do whatever is best for all.
- A question was asked if anyone representing the Library is on the new Comprehensive Plan Board that was recently established. Pam will check with Eric.

The meeting was adjourned at 7:54.

The next meeting will be held on November 4 at 6:30.

Respectfully submitted.

Betty Peterson, Secretary