

BOARD OF TRUSTEES MEETING - November 4, 2020  
READFIELD COMMUNITY LIBRARY

The meeting was called to order at 6:35 via Zoom by Chair, Pam Mitchell

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

Secretary's report: The minutes were approved.

The Treasurer's Report was read and approved.

Deb reported that she received information about the Stephen King grant and will re-apply again in one year.

Librarian's Report

- Melissa reported that all library services continue as has been offered with an addition of a patron computer now installed and use began on Nov. 1st. Beginning in December, patrons that want curbside pickups will need to call and specify a pickup time, and staff will leave requested item in plastic bin set up near book drop or place bagged book/item on patron's passenger's car seat through the open car window.
- The town ordered an air purifier which is up and running, and also new signs for Library hours. In the spring when the town is installing a new ramp, the town will also provide a trailhead style bulletin board to the right of the side door for library and town information.
- Library windows will be closed when the weather is cold and heat pumps will be set at 68 and oil heat (set at 58) to be used as back up when necessary.
- Melissa asked for feedback about the purchase of a fax machine for the library. Discussion followed and the board decided not to install a dedicated fax line.
- Story hour via zoom is now held at 9:30 on Tuesdays. It has been very successful.
- Melissa applied to Maine Audubon for a free backpack that can be borrowed by library patrons. The backpack provides activities and materials to be used to explore nature.
- The ongoing book sale table has brought in \$112.50 in addition to two donations totaling \$350.
- Melissa mentioned a zoom workshop being offered on November 9 at 6:30 on "Getting Started with Cloud Library".
- The October book group read and discussed *Roughhouse Friday*, on Wednesday, Oct. 28th. For November the library book group will be reading the book *Paper Things* by Jennifer Jacobson on Monday Nov. 30 at 6:30 p.m. at the town office with a zoom option available. The author will join us by Zoom during our book group session.
- The library joined other Readfield community groups on Halloween night for a Trunk-Or-Treat Pumpkin event at the Fairgrounds parking lot on Church Rd.
- Melissa shared information about a story walk grant and the requirements - ie., must partner with a Let's Go site which is the Readfield Elementary school. Pat and Pam offered to help Melissa with this grant possibility.

The Board had a brief discussion about the Christmas tree lighting, Brenda, Deb, and Pam offered to help get the tree and decorate it.

Our next meeting will be on Wednesday, Dec, 2nd at 6:30 via Zoom.

Respectfully submitted by Jan Tarbuck