

ATTENDEES:

Trustees: Davida Bagatelle, Gail Coolidge, Marty Green, Jen Manell, Charles Redinger

Director: Mary Wilson

Absent: Stacie Cassat Green

MEETING CALLED TO ORDER: 6:45 p.m. Meeting held via Zoom, recording is available on Harvard Cable TV.
May minutes reviewed and approved as amended.

DIRECTOR'S REPORT AND COVID-19 UPDATE:

- Curbside pick begins June 9
- Mary and Staff have been preparing the curbside plans and document for weeks.
- Mary has acquired extra PPE including fabric masks, wipes, and hand sanitizer.
- Taking requests from patrons for curbside pickup via a Google Form.
- Upon return, materials will be quarantined for 7 days on the 3rd floor.
- Staff has met with Mary one at a time to discuss any concerns they have.
- Mary has considered and incorporated guidelines from ALA (American Library Association), MLS (Massachusetts Library System), MBLC (Massachusetts library system)
- Interlibrary loan delivery is still on hold until more or all libraries are ready.
- Asking patrons to wear face masks and not to touch other books on the cart.
- The public will not be allowed in the building for quite some time.
- Costs associated with acquiring PPE will be submitted for COVID reimbursement.
- Mary has attended weekly local library directors zoom meetings to coordinate with area libraries. Libraries should be opening around the same time so no one library is over burdened.
- HPL canceling all programs in Volunteers Hall through 2020.

COMMITTEE REPORTS

Building and grounds

- Gail planted two honeysuckle and watered 4 times.
- Davida reached out to a landscaping company to inquire about the best plants for the area.
They confirmed honeysuckle or trumpet vine are the best options for that area, the plantings will require a lot of water because of heat from the rocks.
- Irrigation company was at HPL June 8th to turn on the irrigation for the season and do a maintenance check.
- Whole Earth has completed two maintenance visits.
- Jen will reach out to Liz Hawke in order to arrange delivery of Children's Room cushions. Cushions were finished months ago but not yet delivered because of building shut downs due to the pandemic.

LIBRARY FIELDS USE:

- Discussed field use for town meeting.
Mary spoke with Chief Sicard, Chief Denmark, Tim Bragan, and Marie Sobalvarro on June 1.
Action item: Put together a list of people who use the fields.

COMMITTEE REPORTS (CONTINUED)

Communications:

- Author Paul Tremblay has availability to do an online talk in September.
The author does not require a fee at this time.
Communications Committee will meet in June to discuss a task list.
Jen attended a webinar on producing online events in May.

OLD BUSINESS

CPIC Roof Project Update

- The town received 5 serious bids.
Eagle Enterprises, from Framingham, was the lowest bidder and they have done work for Historic Buildings of Massachusetts.

NEXT MEETING: Monday, July 6, 2020, at 6:45 p.m. Location: Virtual Meeting. See posted agenda for login info.

MEETING ADJOURNED: 8:10 p.m.