

ATTENDEES:

Trustees: Davida Bagatelle, Cary Browse, Gail Coolidge, Marty Green, Stacie Cassat Green, Jen Manell

Director: Mary Wilson

MEETING CALLED TO ORDER: 6:50 p.m. Meeting held via Zoom, recording is available on Harvard Cable TV.

- June minutes reviewed and approved as amended.
- Congratulations were offered for elected Trustees. Cary was welcomed to the board and Gail was welcomed back.

DIRECTOR'S REPORT AND COVID-19 UPDATE:

- HPL had full staffing as of this week. Pages, part time employees, and full time employees started back this week.
- First week of curbside pick up sent out 1000 items!
- Event numbers for the last 3 months:
  - Live virtual 78
  - 50 live zoom story times
  - 9 book groups
  - Live Childrens Events attendees 1904
  - 6 HES class visits
  - Zoom event attendance: 1407
- Ebooks/audiobooks
  - 5879 Overdrive
  - 1474 Hoopla
  - 7553 electronic checkouts.
  - 50 requests just today.
- Staff have been working well together and safely.
- Need more plexiglass installed before any patrons can be in the building.
- Watching the data on COVID cases.
- Fiscal year ended on June 30.
- Override did not pass at town meeting nor at the ballot: No merit pay will be available for town hall or library employees.
- Circulation looked good for the year.

COMMITTEE REPORTS

Building and grounds

- Grounds look good!
- Fountain is working and honeysuckle is establishing well.

Communication

- Jen gave an planning update regarding the speaker series.

OLD BUSINESS:

- Discussed the CPIC library roof project.
  - Library roof was fixed.
  - Scaffolding was packed up on July 3.
  - There were no surprises. Ice and water shield was installed. Wood under shield was in decent shape.

#### OLD BUSINESS (CONTINUED)

Discussed field use and Town Meeting

- List of annual events include:

July 4 field games, League of Women Voters Harvard/Harvard Schools Trust Flea Market, Lions Club Oktoberfest, Graduation  
Policy Discussion

- Discussed digitizing HPL bylaws and the policy documents.
- Discussed the possible need for temporary policy revisions in light of reopening the Library and Schools.
- It was noted other libraries have put out new policies regarding the pandemic.
- Mary will meet with the staff to discuss pandemic needs and concerns.
- MLBC is working on recommended guidelines.

**Action item:** Review page 8 before August meeting.

**Action item:** Stacie to digitize bylaws.

#### NEW BUSINESS

Private Citizen request to refurbish flagpole.

- Dan Daly, and his children, offered to paint the flagpole on a volunteer basis. His work would included sanding, priming, and painting.
- Motion to have Dan Daly to go ahead with the project presuming it is straightforward.  
If he has difficulty he shall contact us before proceeding.

Nominations and Board Elections.

- Motion and vote to approve Cary Browse as Secretary.
- Motion and vote to approve Gail Coolidge as Treasurer.
- Motion and vote to approve Stacie Cassatt Green as Chair.

**NEXT MEETING:** Monday, August 10, 2020, at 6:45 p.m. Location: Virtual Meeting. See posted agenda for login info.

**MEETING ADJOURNED:** 8:25 p.m.