

Springfield Library
Board of Trustees
August 20, 2020 Regular Meeting
(Met under the trees in front of the Community Center)

MINUTES

Call to Order: 7:07 p.m.

Members Present: Megan Culbert, Dennis Dorn, Rebecca Fitzgerald, Marilyn Marshall, Jonathan Miller, Cheryl Zamelis

- **Motion made by Jonathan to approve the July 21, 2020 minutes, seconded by Dennis. All in favor.**

President's Report

- Echo resigned and letter will be attached
- Marilyn wrote a job ad for library manager and descriptions
 - **Motion made by Cheryl to approve the librarian job description, seconded by Jonathan. All in favor.**
 - Ads for the new librarian have been put in newspapers and the website is updated
- Library Re-Opening
 - We are currently open Thursday and Saturday 10am-12pm (No in-person browsing yet)
 - There are 2 sets of full keys. Marilyn and Gretchen have them.
 - Gretchen and Emily have been doing a great job
 - Marilyn, Jonathan, Dennis and Cheryl have also done great work cleaning the library
- Marilyn suggested bringing in her cat Dudley to deal with mouse problems
 - Too many issues: town approval, allergies, etc.
- Jonathan constructed columns above the circulation desk to carry cables to the desk
 - Column on desk one has 5 computer cables, Desk 2 has 3 computer cables
- Computer Equipment Issues
 - Marilyn ordered a color wi-fi printer, however had to cancel and re-order.
 - Jonathan will email 4CLS to have them hook up computers
 - Jonathan will ask 4CLS to fix the receipt printer when they come
- Air Conditioner
 - Jonathan will ask Randy Stocking to replace the air conditioner they broke while mowing
 - Jonathan suggests installing a air conditioner mounted at the top of the windows with a HEPA filter.
- Look for potential board members for replacements

Next Meeting: Thursday, September 17, 2020 at 7:00 p.m.

- **Motion made by Jonathan to adjourn the meeting, seconded by Cheryl. All in favor.**

Meeting Adjourned: 7:53 p.m.

Minutes recorded and submitted by Rebecca Fitzgerald.