

Aquinnah Public Library Trustees Meeting  
Draft Minutes  
Thursday, March 25,2021

**Meeting convened** - 9:34 a.m.

**Present:** Heidi Vanderhoop, Chair; Faith Vanderhoop and Margie Spitz, Trustees; Rosa Parker, Acting Library Director

**Review of previous minutes:** Minutes of February 25,2021 continued to March 4, 2021 were approved as read.

**Old Business**

**1. Entry Door, CPC Grant** – Heidi reported that Gordon Perry had ordered a door from Cottle's two weeks ago. The door will be exactly like the one we have now except that there will be an additional metal protective strip at the bottom.

**2. Exterior Painting** – Jay received two proposals from outside firms: 1. Lewis Colby, Jr. \$11,000 and M & N Partners, Inc. \$6,750. Both companies have favorable recommendations from people in town. An estimate from the Town Maintenance Department was considered the third quote, but Jay said he would prefer to have the project paid through library funds since there were a lot of demands on his budget this year.

*It was motioned and voted unanimously to accept the proposal from M & N Partners, Inc. for \$6,750 to prep and paint the exterior shingles red and the trim white and to replace any rotted wood before doing so. Payment shall be made from the Library Gift Account. The work should coordinate with the replacement and repair of the south entry door and storm door so that the painting of the new door and surround would occur after Gordon has finished his work. Rosa will talk to M & N Partners and explain the situation and will also mention it to Jay.*

**New Business**

**1. Staffing** - In light of the recent MVLA decision to allow libraries to reopen to the public if they wish to do so by mid-April, 2021, the Board of Trustees agreed to allow Rosa the option of scheduling controlled appointments in ½ hour slots. She has mentioned a 12 noon – 3 pm possible time frame.

Due to an unscheduled 1 ½ to 2 month staffing shortage, only Rosa is currently working in the actual library. She will need substitute workers as soon as possible to carry on the work of the library and even more so once the library opens to the public. Two people have expressed interest in temporary substitute work and a third is pending. She also plans to advertise for the Assistant 12 hour per week position as soon as the Treasurer indicates that the hiring freeze is over.

**Next Meeting:** April 22, 2021 at 9:30 a.m.

**Meeting Adjourned:** 10:32 a.m.

Respectfully submitted,

Margie Spitz, Secretary