

Aquinnah Public Library Trustees' Meeting
Draft Minutes
Tuesday, September 24, 2020

Meeting Convened: 9:30 a.m.

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

Previous Minutes: Minutes of September 3, 2020 approved by Heidi.

Gifts: None.

Old Business:

1. Covid-19

A cleaner has been hired for the Town Offices and Police Station. Jay will now include library on cleaning roster. Cleaning will occur once a week. Rosa is not sure when this will begin. Schools will begin to reopen their doors on 10/29 and the libraries are tentatively considering following the same schedule. It is understood that some libraries, such as ours, have particular concerns that may prohibit opening that soon.

2. Trustees voted unanimously to change the regular meeting time to 9:30 a.m. Beginning with the October, 2020 meeting.

3. Reports

Rosa is working on the final stages of the ARIS report and will submit it by the end of the week.

4. Library Director Qualification

The University of Massachusetts received Rosa's updated Cape Cod Community College transcript yesterday, September 23, 2020. She is not sure yet how many credits will be assigned after she completes the current course she is taking on Life Experience but the course ends in early December and her life experience credits should be available before Christmas. Heidi might be contacted by the end of September regarding the current CCCC credits. Rosa's final training class for Basic Library Techniques certification will be given in October. These courses are required by the Mass.Board of Library Commissioners for library directorship along with the academic courses earned at Umass.

5. Financial Reports

Margie will send an email signed by Trustees asking that the auditors call to discuss the lack of reports being submitted to Rosa and the Trustees for at least the last 3 years. The auditors are scheduled to come to town next week. It is our hope that we can finally have some suggestions made that will expedite the process.

New Business

1. The Friends will be hosting a Zoom annual meeting in October.
2. The MVLA will meet tomorrow, September 25th, and will discuss opening libraries on an appointment-based system.
3. Rosa will provide 5 wi-fi hot spots for patron use at a cost of \$100 per. There will also be a monthly charge from Verizon, as yet unknown, for operating these hot spots at patrons' homes.
4. Heidi and Margie will check their old records for library policies.

Next Meeting: October 29, 2020 at 9:30 a.m.

Meeting Adjourned: 10:30 a.m.

Respectfully submitted,

Margie Spitz, Secretary