Hopkinton Town Library
Trustees Meeting
February 24, 2021**—DRAFT minutes**

Attendees: Nancy Skarmeas (Chair), John Greabe (Treasurer), Jason LaCombe (secretary), Donna Dunlop (Library Director)
Missing: Sarah Chiappetta (corresponding secretary), Amy Stone

Meeting was held online via Zoom Platform. Nancy opened the meeting at 7:01 pm

SECRETARY'S REPORT
The minutes were reviewed and approved with one minor correction.

TREASURER'S REPORT
The report was reviewed by the board. The Library wrote one check to the Town's revenue generating fund for $7500.

DIRECTOR'S REPORT
The building is open for up to 5 patrons at a time, with a 30-minute time limit. Patron visits have steadily risen, and the occupancy limit is starting to be met with people waiting. Curbside pick-up continues to be steady. Downloadable content has increased significantly; 42% higher than last year at the same time.

John's Program on "The Constitution and Democracy" was very successful. Discussions have already started about follow-up programs on this important issue.

Planning for the summer reading program has started and will focus on "a celebration of our community".

The Board reviewed the Social Media Policy; There was some discussion about the wording, not content, of Point #8. John also suggested a minor rewording to Point #7. Donna will address these items in the final version.

See director's report attached.

NEW BUSINESS
The Board had a brief update on the strategic plan review. Jason suggested we set a meeting date specific for this review after the newly elected members join us in March. This will be discussed at the next meeting.

OLD BUSINESS
Donna is continuing to review options for door access controls in preparation for the full re-opening of the library and community room.

John is not seeking re-election this year; there are 3 people running for the 2 open seats.

Nancy adjourned the meeting shortly after 8 pm.

Respectfully submitted,
Jason LaCombe, Secretary

NEXT MEETING: 3/31/21 at 7:00 pm.