

Hopkinton Town Library
Trustees Meeting
March 31, 2021—**DRAFT minutes**

Attendees: Nancy Skarmeas (Chair), Jason LaCombe (secretary), Sarah Chiappetta (corresponding secretary), Amy Stone (foundation Liaison), Jim O'Rourke, and Donna Dunlop (Library Director)

Meeting was held online via Zoom Platform. Nancy opened the meeting at 7:03 pm
Sara Persechino joined the group and performed the swearing in ceremony for Jim. Welcome Jim!

SECRETARY'S REPORT

The minutes were reviewed and approved.

TREASURER'S REPORT

There was no official treasurer's report due to the transition between members. The 2020 audit has been completed and no issues were found by the auditors. Donna noted that we are operating on a tentative budget until Town meeting on May 1. Jim will be the new Treasurer. He will connect with Donna and Nancy to get the paperwork completed for check writing privileges.

DIRECTOR'S REPORT

Curbside service continues to be very popular. Donna believe this service may continue after the Library is fully opened. Circulation of both print and electronic materials continues to climb and has exceeded the circulation of the same time last year.

The Library hours for walk-thru will be expanded starting the week of April 6 and the patron limitation will be raised to 10 at a time.

Planning for the summer reading program has started and will focus on "a celebration of our community". The Friends of the Library are funding a tent rental for the summer through Taylor Rental who is providing a significant donation (reduced rate) to make this affordable.

Donna is working on an update to the "Materials selection Policy" and will circulate to the board for review prior to next month's meeting.

Facility upgrades were noted in the report and will be discussed in more depth during future meetings.

Yankee Chronicle will be filming in the community room this month and will feature Donna discussing library programming and other local events.

See director's report attached.

NEW BUSINESS

Next month the Board will set a date for the long-range plan review meeting.

OLD BUSINESS

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Nancy adjourned the meeting at 8:12 pm.

Respectfully submitted,
Jason LaCombe, Secretary

NEXT MEETING: 4/28/21 at 7:00 pm.