



East Smithfield Public Library

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Home Page:

<http://www.eastsmithfieldpubliclibrary.org/>

Board of Trustees Meeting

October 13, 2020 – 7:00 p.m.

AGENDA:

- A. CALL TO ORDER
- B. EMERGENCY EVACUATION AND HEALTH NOTIFICATION
- C. PUBLIC COMMENT
- D. SECRETARY'S REPORT
 - 1. Approve minutes from previous meetings.
- E. TREASURER'S REPORT
 - 1. Balances report.
- F. PRESIDENT'S REPORT
 - 1. Work on reviewing and updating Bylaws.
 - 2. Sheri Viera resignation.
 - 3. Change signatory at bank.
 - 4. Bookkeeper.

G. FOL REPORT

- 1. Report on current activities.**

H. DIRECTOR'S REPORT

- 1. Library 2 wooden picnic tables bought. Possibly a shelter.**
- 2. Bought Zoom.**
- 3. Coronavirus plans going forward.**
- 4. NEW HOURS – Starting Monday, October 5**

Monday 1:00 – 8:00 pm
Tuesday 10:00 am – 7:00 pm
Wednesday 10:00 am – 7 pm
Thursday 1:00 – 8:00 pm
Friday 10:00 am – 7:00 pm
Saturday 10 am – 3:00 pm

Still offering Contact-less Pick-up. You may call any time the library is open to order your materials. Pick-up on Tuesday is from 12:30 pm – 2:30 pm. Pick-up on Thursday is from 5:00 – 7:00 pm. The library will now be open during contact-less pick-up. Please call 231-5150 x 0 when you are in the library parking lot and someone will bring your materials out to the front steps for you to retrieve.

I. NEW BUSINESS

- 1. Make move to Quickbooks Online.**

J. OLD BUSINESS

- 1. Continue reviewing and updating of Bylaws**
- 2. Continue discussion of sign**
- 3. Continue discussion about overdue fines.**

K. EXECUTIVE SESSION– If necessary, to consider and act upon such matters as may be considered at a meeting closed to the public pursuant to the Open Meetings Law.

L. SCHEDULE NEXT MEETING AND ADJOURN

"The public is welcome to any meeting of the Board of Trustees. If communication assistance (readers/interpreters/captions) or any other accommodation to ensure equal participation is needed, please contact the Smithfield Town Manager's Office at 401-233-1010 at least forty-eight (48) hours prior to the meeting." The meeting will take place in person in the Conference Room on the second floor of the library, but a Zoom link will be available as well. Please send an email to director@myespl.org by 3:00 p.m. Tuesday, September to receive a link to the Zoom meeting.

****NOTE – The Board will not be meeting in July and August.**