



# East Smithfield Public Library

50 Esmond Street  
Smithfield, R.I. 02917

Phone: 231-5150

Fax: 231-2940

E-mail: [eastsmithfieldpubliclibrary@gmail.com](mailto:eastsmithfieldpubliclibrary@gmail.com)

Home Page:

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

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## Board of Trustees Meeting May 18, 2021 – 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 meeting.
- E. TREASURER'S REPORT
  - 1. Balances report.
- F. PRESIDENT'S REPORT
  - 1. Possible New Board members discussion.
- G. FOL REPORT
  - 1. Report on current activities.
- H. DIRECTOR'S REPORT

- 1. Coronavirus plans going forward. I am still requiring mask wearing by patrons in building. OLIS changed decision and Governor is requiring masks, sign in and temperature checks at State House. Have had a few patron complaints. Most staff also would like to go mask free, but fine with wearing masks. Vaccinated staff in back or when no patrons around can put mask down, but when patrons enter, should wear mask.**
- 2. Long Range Planning Consultant discussion and decision.**
- 3. Back to normal pre-COVID hours starting July 1.**

**Building is open for browsing and checkout and 1 hour computer appointments. Still offering Contact-less Pick-up. People may call any time the library is open to order materials. Materials will be left out on the inner front steps for them to retrieve or brought to car.**

- 4. Sign and Gazebo updates.**
- 5. Water spigot outdoors completed and already used. Touchless faucets being installed.**
- 6. Extra week of vacation request from Carol.**
- 7. Received Champlin Foundation grant to complete window and blinds installation.**
- 8. Fine free discussion. OSL and OLIS are now supporting this.**
- 9. Maxine requested less hours starting July 1 and I approved it.**

**I. NEW BUSINESS**

**J. OLD BUSINESS**

**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. An update on a personnel matter will be held in closed session.**

**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 through Zoom. A link will be available to those who request it. Please send an email to [director@myespl.org](mailto:director@myespl.org) by 1:00 p.m. on Tuesday to receive the link to the Zoom meeting.  
**\*\*NOTE – The Board will not be meeting in July and August.**