



East Smithfield Public Library

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Board of Trustees Meeting Dec. 14, 2021 – 7:15 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. Consider starting Board meetings earlier, either at 6 or 6:30 p.m.**
- G. FOL REPORT**
 - 1. Report on current activities.**
- H. DIRECTOR'S REPORT**
 - 1. Replacement window project – Did have funds left so will do east basement windows.**
 - 2. Maker Space update.**

- 3. In process of comparing ESPL salaries to other OLIS public libraries.**
- 4. Received AWE laptops for grant. We'll pay upfront and OLIS will reimburse. The same will happen for a previous grant. We received waterproof mice and keyboards, 3 laptops and 6 desktops. We'll pay OSL and then be reimbursed by OLIS.**
- 5. The person who was doing our snow plowing will no longer be doing it. In process of looking for a new company. The same for snow blowing of sidewalks on Dean Ave., Esmond St. and Hill Ave.**
- 6. Town Engineer and DPW Manager came to look into removal of underground oil tank on Esmond St. side of building. They deem the project as necessary. The library will put it into our budget this year.**

I. NEW BUSINESS

- 1. Preliminary budget discussion.**
- 2. Discussion of no outside air being brought into building definitely on first floor and possibly second. COVID related.**

J. OLD BUSINESS

- 1. Next Long Range Planning Zoom session. Monday, Dec 20, 5:30 -7 pm. Members are Ward, Missi, Barbara, Cindy, Maxine and Carol. Other interested members are welcome. Consultants have conducted some in person interviews with staff members and Friends. They've been conducting the rest by phone.**
- 2. Further discussion of paying into state Unemployment Insurance.**
- 3. Consider Transgender author book reading/talk.**
- 4. Masking requirement.**

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