

WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING
Wednesday, June 10th, 2020
Regular Monthly Meeting, by Zoom videoconference
(Duly warned on Monday, June 8th, 2020)

Attending:

Christine Wulff, Co-Chair
Shannon DeSantis-Gile, Co-Chair
Curtis Ostler, Commissioner (Secretary)
Susan Mazza, Commissioner (Treasurer)
Dan DeSanto, Commissioner (past Chair)
Almy Landauer, Library Director (ex-officio)
Bill Shepeluk, Town Manager(ex-officio)

Absent:

No Commissioners absent

Guests:

Jill Chase
Michelle Willey

Minutes:

1. Meeting called to order at 5:04pm
2. Change/adoption of agenda
 - a. Motion to approve the agenda by Susan Mazza, seconded by Curtis Ostler, motion approved unanimously
3. Approve May 2020 minutes
 - a. Motion to approve by Shannon DeSantis-Gile, seconded by Christine Wulff, approved unanimously
4. Town Manager's Report
 - a. Bill presented the budget, projections show that we are staying within the adjusted target
5. Treasurer's Report
 - a. Susan Mazza reported on current investments
6. Library Director's Report
 - a. Almy presented the Library Director's report
 - b. Almy has ordered most of the supplies in plan for re-opening, such as health & cleaning supplies
 - c. VT Department of Libraries offered to purchase a screen/sneeze guards for patron/staff interaction, but there is a long lead time, so Almy is consulting with local suppliers/manufacturers

7. Other Business

- a. Unattended child policy
 - i. Staff discussion determined that a new policy of no child under the age of 14 be unattended during this pandemic. Motion made by Curtis Ostler to change the policy temporarily, seconded by Susan Mazza, motion passed unanimously.
 - b. Mask policy for Library
 - i. Governor states that masks are mandated for employees, recommended for patrons; town of Waterbury has not instituted a mandatory mask policy in town; WPL can offer free masks to patrons who arrived without one; motion made by Shannon DeSantis-Gile to make it a temporary policy that all customers are required to wear masks while in the building, seconded by Susan Mazza, motion passed unanimously.
 - c. Phased Reopening Plan
 - i. Almy shared the Phased Reopening Plan with Commissioners;
 - ii. Catamount system interlibrary loans will be reinstated, and new books for youth and adults need cataloging/processing for summer reads, so Almy is adding back a few additional hours for current staff to cover those needs.
 - iii. Motion was made by Dan Desanto to approve the phased reopening plan pending review by the Vermont League of Cities and Towns, and if necessary by the town's legal counsel; motion was seconded by Christine Wulff, motion approved unanimously.
 - iv. Dan Desanto drafted a mask-wearing policy during the pandemic; motion was made by Curtis Ostler to adopt the mask policy, seconded by Susan Mazza; motion approved unanimously.
 - d. Non-resident fees
 - i. Discussion to return to previous non-resident fee policy or continue to extend the suspension of fees beyond July 1st. Motion made by Shannon DeSantis-Gile to extend the waiver of non-resident fees through December 31st, seconded by Christine Wulff, motion approved unanimously.
 - e. Summer Meetings
 - i. Discussion to continue Commissioner meetings through the summer, whereas we normally do not meet in July or August, due to changing circumstances. Decision made to meet on July 15th and August 10th
8. Motion to enter into Executive Session of the Commissioners only by Christine Wulff to discuss a personnel-related issue, seconded by Curtis Ostler, approved unanimously.
9. Exited Executive Session – no action taken
10. Meeting adjourned at 7:54pm

Next Regular Meeting – Wednesday, July 10th, 2020 via Zoom