

**Meeting of the
Morse Institute Library
Board of Trustees
January 12, 2021
Via GoToMeeting**

Call to Order: 3:05 PM by roll call vote

Trustees Present: Kathleen Donovan, Joseph Keefe, Gerald Mazor, and Sally McCoubrey

Administration Present: Amy Sadkin, Assistant Director
Jane Ellen Newman, Community Relations Coordinator

Staff Present: Rose Huling, Dawn Schontag, Kate Sawisch, Dale Smith, Karen Mattes, Paula Welch, Karen Perkins, Dell Redington, Abby Walsh, Cis Tighe, and Kristen Sheridan

Patrons Present: Carol Gloff, Friends of the Morse Institute Library President and Richard Moon, Bacon Free Library Board of Trustees President

Minutes of the December 15, 2020 meeting were approved unanimously by roll call vote.

President's Report

Ms. Donovan reported she continues to meet with Ms. Sadkin and Ms. Smith on a weekly basis to help with the leadership of the library until a new director is selected.

Ms. Donovan also reported that the Massachusetts Board of Library Commissioners (MBLC) has adjusted their requirements regarding open hours and materials spending due to the pandemic. The Municipal Appropriation Requirement (MAR), however remains the same in most cases.

Assistant Director's Report:

- Ms. Sadkin reported the library budget was sent to the finance committee on January 4, 2021 and will be reviewed by the finance subcommittee on February 2, 2021.
- Ms. Sadkin also reported that she and Ms. Smith have been attending the department head meetings and have met with the Acting Town Administrator, Mr. Bob Rooney. Representatives from the health department have toured the library and given approval to the safety measures that are in place.
- Ms. Sadkin then presented an update on the status of acquiring a new bookmobile. By way of background, she reported the information on the vehicles that was presented in 2018 is now outdated and will continue to change throughout the pandemic. Purchasing any vehicle that needs modification will take a minimum of 9 – 15 months from purchase to delivery. She posed several questions that need to be addressed, including defining the purpose, the type of vehicle, and the housing requirements.

- For Trustees consideration Ms. Sadkin proposed the engagement of a consultant who would bring experience and fresh eyes to the challenges outlined above. The Trustees engaged in a productive and supportive conversation regarding this proposal and requested the administration investigate further the town requirements for posting and hiring such a consultant. Further action on this will be tabled until there is a new library director in place.

Department Supervisors' Report:

- Ms. Smith, Supervisor of the Children's Department, reported on behalf of all the department supervisors. She reviewed the current status of patron service, including the walkup window, contactless pickup options, and servicing of patron requests.
- Ms. Sawisch, Head of Knowledge and Community Services, reported on the progress of the digitization of the historic Natick newspapers and expects the project to be completed and ready to launch in April. She also reported on the enthusiastic reception the new book bundles and personalized patron searches have received from patrons of all ages.

Ms. Donovan updated the trustees on the library director search. To date, 11 applications have been received and 3 out of 4 first-round interviews have been completed, with the 4th interview scheduled for the end of this week.

Meeting Adjourned: 4:20 PM by roll call vote

Materials Distributed: None