

WATERBURY PUBLIC LIBRARY COMMISSIONERS' MEETING

Monday, July 12th, 2021 - 5:30 PM

Regular Monthly Meeting, in the Steele room and by Zoom videoconference

(Duly warned on Friday, July 9th, 2021)

Attending:

Christine Wulff, Chair

Susan Mazza, Commissioner (Treasurer) via Zoom

Curtis Ostler, Commissioner (Secretary)

Shannon DeSantis-Gile, Commissioner

Michelle Willey, Acting Library Director (ex-officio)

Absent:

Maroni Minter, Commissioner

Bill Shepeluk, Town Manager(ex-officio)

Guests:

Jill Chase

Minutes:

1. Meeting called to order at 5:36pm
2. Susan moved to adopt the agenda as-is, Curtis seconded, approved unanimously
3. Curtis moved to approve June 2021 meeting minutes, seconded by Shannon, approved unanimously
4. Public Comment
 - a. No public comment
5. Town Manager's Report
 - a. Town Manager was not present, and no Town Manager's report was submitted ahead of the meeting.
6. Treasurer's Report
 - a. Discussion on the distribution of funds and where money was sitting in accounts. Susan has made a deposit of \$26,354 to the town toward the library's allocation.
7. Staff-Commissioner Liaison Update
 - a. Library Re-Opening Plan Update from Michelle – most of the Phase Three reopening plan is underway, directional signs are removed, and fire doors are secured appropriately. All patrons are still required to be masked – moving to optional masks for vaccinated, still mandated for unvaccinated and children under 12 in parallel with the town and VT Department of Libraries recommendations.
 - b. Use of the SAL room – suggestion to wait until the new Director begins in late July.
 - c. Christine moved to amend the reopening plan to make masks optional for vaccinated people and required for unvaccinated people and children under 12,

and to move the availability of public use of the SAL room to after July 31st; seconded by Shannon; passed unanimously.

- d. Judi and Michelle met with incoming Director Rachel: they discussed a grant from VT Department of Libraries with an August 9th deadline; Michelle has attended the webinar required for application for the grant; the potential grant is \$7,700.
 - e. Rachel met more of the staff on her visit.
8. Other Business
- a. Personnel Policy Updates are awaiting coordination with the Town policy
 - b. Volunteer Policy – Shannon presented a draft of the policy which was discussed, and it was determined to hold off on finalization of the policy until the new Director is on board and has had a chance to collaborate.
 - c. Staffing Update: the new Library Director will begin on July 27th.
9. Meeting adjourned at 6:08pm

Next Regular Meeting – Monday, September 13, 2021 at 5pm