

MEETING
PROCESS
ROLL CALL
5:30pm

A Checklist To Ensure Meetings Are Compliant With The Right-to-Know Law During The State Of Emergency

ACTION - RECORD ATTENDANCE and IF ANYONE IS IN THE ROOM WITH TRUSTEE AT THE START OF MEETING.

| | | | | | | |
|-------------------------------------|-------------|-------------|----------------|----------------|--------------|-----------------------------|
| Name | John Capuco | Anne Crotti | Debra Kreutzer | E. Joe Petrick | Frances Tain | Lynn Piotrowicz Director |
| Present at: | YES | YES | YES | YES | YES | YES |
| Others in room with trustee? | NO | NO | NO | NO | NO | NO |

ITEM 1 Organization of Board for Official Purposes
Chair-John Capuco

MOVE TO ACCEPT: Debra Kreutzer SECONDED BY: Anne Crotti

| | | | | | |
|-------------|-------------|-------------|----------------|----------------|--------------|
| Name | John Capuco | Anne Crotti | Debra Kreutzer | E. Joe Petrick | Frances Tain |
| Vote | YES | YES | YES | YES | YES |

Treasurer-Debra Kreutzer

MOVE TO ACCEPT: John Capuco SECONDED BY: Anne Crotti

| | | | | | |
|-------------|-------------|-------------|----------------|----------------|--------------|
| Name | John Capuco | Anne Crotti | Debra Kreutzer | E. Joe Petrick | Frances Tain |
| Vote | YES | YES | YES | YES | YES |

ITEM 2 Paperwork for Charter Trust & Citizens Bank-Directives for signature for officers.

ITEM 3 Public Forum – The LIBRARY DIRECTOR will unmute you if you raise your hand.

Public in Attendance

Sylvia Lennox, Friends of Tucker Free Library

ITEM 4 Minutes of Meeting: February 9, 2021

MOVE TO ACCEPT: John Capuco SECONDED BY: Joe Petrick

| | | | | | |
|-------------|-------------|-------------|----------------|----------------|--------------|
| Name | John Capuco | Anne Crotti | Debra Kreutzer | E. Joe Petrick | Frances Tain |
| Vote | YES | YES | YES | YES | YES |

ITEM 5 Treasurer's Report

a) Y-T-D Summary & Monthly Expenditure Manifest

MOVE TO ACCEPT: Anne Crotti SECONDED BY: Joe Petrick

| | | | | | |
|-------------|-------------|-------------|----------------|----------------|--------------|
| Name | John Capuco | Anne Crotti | Debra Kreutzer | E. Joe Petrick | Frances Tain |
| Vote | YES | YES | YES | YES | YES |

b) Monies to Be Accepted: **Martha Nemiccolo for the Mary F. Kjellman Fund \$100.00**
Alicia & David MacLeay for Mary F. Kjellman Fund \$50.00

MOVE TO ACCEPT: Debra Kreutzer SECONDED BY: Joe Petrick

| | | | | | |
|-------------|-------------|-------------|----------------|----------------|--------------|
| Name | John Capuco | Anne Crotti | Debra Kreutzer | E. Joe Petrick | Frances Tain |
| Vote | YES | YES | YES | YES | YES |

ITEM 6 Director's Report - Deferred to Discussion on Budget, Service, and Orientation

ITEM 7 Post Town Meeting Budget Discussion-Line Items Adjusted/Deferred to future meeting.
Trustees did have a discussion of Trust Fund Money. (Intent and Use)

ITEM 8

Next Phase of Library Service:

Lynn presented and trustees reviewed the Tucker Free Library Staff Proposal-Spring 2021 Library Service and Budget Decisions For Trustees documents in detail.

The trustees were in agreement on the following:

- Library services will be expanded to include in-person visits (“Look and Book”) and the opening of Book Drops beginning April 6, 2021.
- 72 hour quarantine of returned items will continue.
- Self-check in will continue.
- Library hours will expand to 33. (To be revisited if warranted)
- Media notifications of this information will go out the week of March 29th.

Other: Orientation and trustee informational meeting set up for Saturday, April 3—8:00am to 10:00am

ITEM 10

Schedule Next Meeting: April 21, 5:30pm

**ADJOURN
PUBLIC
SESSION
6:56pm**

MOVE TO ADJOURN MEETING BY: John Capuco

SECONDED BY: Joe Petrick

| | | | | | |
|-------------|-------------|-------------|----------------|----------------|--------------|
| Name | John Capuco | Anne Crotti | Debra Kreutzer | E. Joe Petrick | Frances Tain |
| Vote | YES | YES | YES | YES | YES |

RECORDING SECRETARY: Anne Crotti