

**MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
TOWN AND COUNTRY PUBLIC LIBRARY DISTRICT
OFF-SITE ELECTRONIC MEETING
April 12, 2021**

PRESENT: Treasurer Stephanie Butler, Secretary Kelly Gagne, Trustees Phil Albano and Heidi Casburn, and Library Director Emily Hoffman

PRESENT ON SITE: President David Burroughs

ABSENT: Vice-President Aimee Miller

ALSO PRESENT: Staff Members Karen Flamand, Suzann Gemini, Gina Knowlton, Kathleen Hansen, Dwayne Nelson, Kathy Semrick, and Megan Shumaker; Friends of the Library President Joan Hansen. Public: Mary Cherry, Scott Harrod, Ann Jumonville, and Karen Morrison.

I. CALL TO ORDER

President Burroughs called the Regular Meeting of the Board of Trustees of the Town and Country Public Library District to order at 7:15 p.m.

II. ROLL CALL

President Burroughs requested the roll be called. All were present except Vice-President Miller.

III. ADDITIONS TO THE AGENDA

None.

IV. ADOPTION OF THE AGENDA

Trustee Casburn **moved to adopt the agenda as written.** Trustee Albano seconded the motion.

AYES:	ALL	NAYS:	NONE
ABSENT:	Miller	ABSTAIN:	NONE

MOTION CARRIED

V. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)

Minutes for the Regular Session of the Regular Meeting on March 8, 2021, and the Executive Session of the Regular Meeting on March 8, 2021, were discussed.

NAYS: NONE

ABSENT: Miller

ABSTAIN: NONE

MOTION CARRIED

XII. COPIER CONTRACT

The proposal for the Copier Lease was reviewed and discussed. Trustee Casburn **moved to approve the Contract for Copier Lease as presented.** Secretary Gagne seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: Miller

ABSTAIN: NONE

MOTION CARRIED

XIII. LIBRARY STAFF REPORTS

The Adult wing of the Library has been reorganized, moving all new materials near the circulation desk and making the large print collection more accessible.

It is anticipated that if the county and state continue on the current path with regard to the coronavirus pandemic, discussions should resume in May regarding plans for the gradual and continued reopening of the Library. The plan will focus on what aspects of pre-pandemic Library operations can resume, erring on the side of safety and caution for staff and patrons.

XIV. COMMITTEE REPORTS

1. Personnel – None.

2. Policy – The Revised Draft Paid Parental Leave Policy was discussed. Treasurer Butler **moved to approve the Paid Parental Leave Policy as presented.** Trustee Albano seconded the motion.

AYES: ALL

NAYS: NONE

ABSENT: Miller

ABSTAIN: NONE

MOTION CARRIED

3. Finance – None, but a meeting is to be set up before the end of the current Trustee terms end.

4. Building and Grounds – None.

5. Ad-Hoc – The question of how best to proceed with the development of the Strategic Plan was discussed. Should we proceed with a Committee of the Whole or with an Ad Hoc Committee? The general consensus is that to proceed with a Committee of the Whole to finalize the Strategic Plan would be in the Library District's best interests.

XV. EXECUTIVE SESSION TO DISCUSS PERSONNEL AND LITIGATION

At 9:10 p.m. Trustee Albano moved to **go into Executive Session to discuss items relating to personnel and litigation and to reconvene to take no action.** Treasurer Butler seconded the motion.

ROLL CALL VOTE:

AYES:	Albano Butler Gagne	Burroughs Casburn
NAYS:	NONE	
ABSENT:	Miller	ABSTAIN: NONE

MOTION CARRIED

At 9:52 p.m. Trustee Albano moved to **reconvene to the Regular meeting to take no action.** Trustee Casburn seconded the motion.

XVI. OLD BUSINESS

None

XVII. NEW BUSINESS

None

XVIII. ADJOURN

Treasurer Butler **moved to adjourn the meeting.** Trustee Albano seconded the motion.


AYES:	ALL	NAYS:	NONE
ABSENT:	Miller	ABSTAIN:	NONE

MOTION CARRIED

The Regular Meeting of the Board of Trustees of the Town and Country Public Library District was adjourned at 9:53 p.m.



Kelly Gagné, Secretary



David Burroughs, President