

Hopkinton Town Library  
Trustees Meeting  
February 24, 2021

Attendees: Nancy Skarmeas (Chair), John Greabe (Treasurer), Jason LaCombe (secretary), Donna Dunlop (Library Director)

Missing: Sarah Chiappetta (corresponding secretary), Amy Stone

Meeting was held online via Zoom Platform. Nancy opened the meeting at 7:01 pm

**SECRETARY'S REPORT**

The minutes were reviewed and approved with one minor correction.

**TREASURER'S REPORT**

The report was reviewed by the board. The Library wrote one check to the Town's revenue generating fund for \$7500.

**DIRECTOR'S REPORT**

The building is open for up to 5 patrons at a time, with a 30-minute time limit. Patron visits have steadily risen, and the occupancy limit is starting to be met with people waiting. Curbside pick-up continues to be steady. Downloadable content has increased significantly; 42% higher than last year at the same time.

John's Program on "The Constitution and Democracy" was very successful. Discussions have already started about follow-up programs on this important issue.

Planning for the summer reading program has started and will focus on "a celebration of our community".

The Board reviewed the Social Media Policy; There was some discussion about the wording, not content, of Point #8. John also suggested a minor rewording to Point #7. Donna will address these items in the final version.

**See director's report attached.**

**NEW BUSINESS**

The Board had a brief update on the strategic plan review. Jason suggested we set a meeting date specific for this review after the newly elected members join us in March. This will be discussed at the next meeting.

**OLD BUSINESS**

Donna is continuing to review options for door access controls in preparation for the full re-opening of the library and community room.

John is not seeking re-election this year; there are 3 people running for the 2 open seats.

Nancy adjourned the meeting shortly after 8 pm.

Respectfully submitted,  
Jason LaCombe, Secretary

**NEXT MEETING: 3/31/21 at 7:00 pm.**