

Joseph H. Plumb Memorial Library  
Meeting Minutes-September 9, 2021

Attendance: Rhonda Reints, Kathy Besch, Shauna Makuch, Kim Burt, Kelly Medeiros, Gail Roberts. Guests: Lisa Fuller, Library Assistant; Andrew Daniel, Facilities Manager

Meeting called to order at 6:32

Minutes:

The July Minutes were approved~Motion by Kelly Medeiros and Seconded by Shauna Makuch

Next Meeting: October 14, 2021

Reports:

Financials-See report for full details

- Use Capital funds, Makepeace funds and SeaMass funds for left over basement projects.

Library Director's Report:

See Report for full details. We have been certified!! Libby will replace Overdrive.

Friends:

- Will cover furnishings for downstairs including kids chairs and possible rug.
- Clothing drive on October 15 10am-4pm and October 16 8am-10am ●
- Small Book sale on Oct. 9 10am-2pm Genre specific (mysteries)  
November 6th 10am-2pm (cooking and crafts)
- Fall Raffle on Oct. 4....Drawing will be on Oct. 23
- Membership Notice will go out Oct. 15

Building Updates:

- See Packet for full details
- Tiling was completed
  - Loose ends like lights and plates will be fixed with in the week
- Need Banisters to pass inspection
- Hvac only major thing left....Blue light in Hvac kills 99% of virus....Must be done for proper ventilation but 2nd duct may not be necessary.  
Estimate to install was very high so Andrew will get an estimate for him to install if we buy what is needed.
- Shelving for storage can be easily installed in Main Room and smaller room can be used for Library employees Office/Lunch Room.
  - Must connect concrete walkway outside~will get estimate
- May use extra tiles for upstairs bathrooms

- Andrew will get estimate for what is left and hoping for everything finished by January

New Business:

- We learned that Marion and Mattapoisett have said yes to Late bus drop offs at the libraries. Rochester only has a 20 person limit. Pickup should be no later than 4:30 and in inclement weather remaining students will have to remain in the hallway.
  - No Trustee had an issue with Miss Lisa working from Home more often
  - We voted to change the mask requirement to Strongly advised for both vaccinated and non-vaccinated including staff members. Motion made by Shauna Makuch and seconded by Kathy Besch: Motion was Approved.
- Curbside pickup is still available.

Other:

- Summer reading program was a success!!
- Front steps of Library, facing the Church need to be replaced~see packet for estimate
  - Jen is now a Notary Public and Library has paid her fees

Adjournment:

The meeting was Adjourned at 8:30 Motion by Rhonda Reints and seconded by Kim Burt