

## **Burlington Public Library Board of Trustees Meeting**

February 1, 2022

Meeting minutes

In attendance: Cindy Lint, Maria Magana, Janice Burwash, Lettie Lance, Heidi Yeoman, Carol Doyle

Approval of Minutes of January meeting: Carol moved, Lettie seconded, motion passed.

### **Communications:**

- Library staffing was affected by COVID last week; library closed at 5 daily to make accommodations
- In-person programming has been suspended through February 22
- Financial Report: Just beginning the year, not much is posted as yet
  
- **Old Business/Monthly Tasks:**
- Approval of bills: Cindy moved, Lettie seconded, motion passed.
- Weeds and discards: none reported this month
- Discussion of monthly stats reported in communications: a member suggested separating books from other materials in the statistics; Janice mentioned that some stats, like Express Holds, will go away as normalcy returns.
- Policies and Procedures Manual Updates: A copy of the manual was provided to board members, along with a list of proposed changes suggested by Millissa Macomber. Members will read through the manual and suggested changes and vote on them next month.
- A brief discussion was had touching on members' tenures, and onboarding training being provided to Carol and Lettie.
- Carol Doyle moved to maintain current officers President Maria Magana, Vice President/Secretary Cindy Lint. Heidi seconded, motion passed.

### **New Business:**

- Enforcing Mask Mandate: There have been recent difficulties with a patron who defies the mask mandate for her and her child. Janice has spoken to the City Attorney who has advised that the patron be notified that the mandate is NOT OPTIONAL, with NO EXCEPTIONS. She will be given two warnings, and, if she does not comply, police will be notified. (The library could be fined or closed if compliance is not complete.)
- Children's programming will be paused until February 22.

**Submitted by Cindy Lint; Next meeting March 1, 6:00 PM**