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By Karen Wilber, Town Clerk's Office at 8:38 am, Jan 07, 2022

**NORTHBOROUGH FREE LIBRARY
BOARD OF TRUSTEES
MEETING MINUTES
November 9, 2021**

PRESENT: Michelle Rehill (Chair), Mary Crowley, Joan Scott, Richard Tucker, Neeta Karanjkar

ALSO PRESENT: Jenn Bruneau (Library Director), Deb Hersh

NOT PRESENT: Mitch Cohen, James Hogan, Charles Recchia

DUE TO THE ON-GOING COVID-19 PANDEMIC, THIS MEETING WAS CONDUCTED REMOTELY VIA ZOOM.

CALL TO MEETING, OPENING REMARKS & APPROVAL OF THE MINUTES: Meeting called to order @ 7:02 PM. Determined that we have a quorum. Chair read aloud Gov. Baker's standard advisory regarding public meetings during the pandemic. Chair next conducted a **ROLL CALL** attendance of Board members present. The Chair advised that a vote on the approval of the minutes of the October 21, 2021 meeting was being moved to the December meeting. The Chair had no further opening remarks.

APPROPRIATIONS REPORT: After discussion of the Utilities and Maintenance of Equipment accounts, the Board determined that the budget remained on a sound track.

LIBRARY DIRECTOR'S REPORT: The Report stands as submitted after discussion of the need for a new server for the public used computers. The Library Director advised the Board that a quote had been received from a vendor that was well within the budget account for New Equipment. She said this quote was being considered. The Library Director and Deborah Hersh also advised the Board that the installation of a new server would not result in significant "down time" for the public computers and that the disruption to the public would be minimal.

NEW BUSINESS: The Northborough Free Library Action Plan 2022 was presented and discussed. This matter had been moved forward to the full Board by the Long Range Planning Committee. After full discussion by the Board, there was consensus that the Action Plan appears to be comprehensive, ambitious and timely in its content. The Chair asked for a motion to approve the Plan. A motion was made by Mary Crowley and was seconded by Neeta Karanjkar. A **ROLL CALL** vote was taken and it passed unanimously. The Library Director then acknowledged and thanked Deborah Hersh for her tireless efforts and support in assisting in the creation of the Plan.

The Chair announced that the next meeting would be December 14, 2021 @ 7:00 PM.

There being no further business before the Board, the Chair called for a motion to adjourn. A Motion was made by Joan Scott and was seconded by Neeta Karanjkar. A **ROLL CALL** vote was taken and the motion to adjourn passed unanimously.

The meeting was adjourned @ 7:30 PM.

DOCUMENTS REFERENCED DURING THIS MEETING OF NOVEMBER 9, 2021

1. Board of Trustees Agenda, meeting of November 9, 2021
2. FY 22 Appropriations Report YTD
3. Library Director's Report

4. The Northborough Free Library Action Plan 2022

Respectfully submitted,
Richard Tucker