

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

PRESENT: Michelle Rehill (Chair), Mitch Cohen, Richard Tucker, Jocelyn McElhiney, Neeta Karanjkar, James Hogan.

NOT PRESENT: Joan Scott, Charles Recchia, Hamilton Soriano

ALSO PRESENT: Jenn Bruneau, Jim Diguilo (Zoom host)

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

CALL TO MEETING AND OPENING REMARKS: Chair Rehill called the meeting to order @ 7:06 PM. She read Gov. Baker's standard advisory regarding public meetings during the pandemic. The Chair next conducted a **ROLL CALL** attendance of Trustees present. Chair then asked for a motion to approve the minutes of the Trustee meeting of January 12, 2021. Motion was made by M. Cohen and seconded by N. Karanjkar. A **ROLL CALL** vote was conducted and the minutes were accepted unanimously.

APPROPRIATIONS REPORT: The budget is on track with a total of 46% expended to date.

LIBRARY DIRECTOR'S REPORT: The report stands as submitted with one oral addition from the Director. The MBLC has relaxed expenditure requirements and hopes not to have to decertify libraries should materials budgets fall below 15%. We are working with the Town to see that NFL budget goes back to 15%.

ANNUAL APPEAL LETTER: The Annual Appeal Letter is about to go out. There was a discussion about format. It was noted that many people ignore email requests for donations but do respond to actual letters. It might be worth the extra expense. Director Bruneau suggested actual letters to all who have donated in the past as well as placing letters in the pick-up bags at curbside delivery.

The next meeting of the Board will be on March 9, 2021 @ 7 PM

There being no further business before the Board, Chair asked for a motion to adjourn. The motion was made by J. McElhiney and seconded by M. Cohen. A **ROLL CALL** vote to adjourn was taken and passed unanimously.

The meeting was adjourned @ 7:26

DOCUMENTS REFERENCED DURING THIS MEETING OF February 9, 2021

1. Board of Trustees Agenda, Meeting of February 9, 2021
2. Minutes of the Board meeting of January 12, 2021
3. FY 21 Appropriations Report
4. Director's Report, February 2021

Respectfully submitted;
James Hogan, Board Secretary