



## OBSERVER REPORT

### **Abbot Public Library Board of Trustees**

Monday January 3rd, 2022

LWVM Observer: Brigitte Lagoutte

Members in attendance: Gary Amberik, David Ross, EuRim Chun, John Williams, Ann McGreevy, Kimberly Grad, Kathleen Waslov  
Meeting on zoom and open to the public.

**1. The Minutes of the December 6, 2021** meeting were approved.

**2. Discussion of the final draft of the Strategic Plan** written by the Library Director, Kim Grad, will be approved by the Trustees after final editing of the document is made.

### **3. Director's Report:**

- Emergency response to Covid: problem with keeping staff's schedule; there are people missing every week because of illness. Possibility of hiring part time replacement is under consideration.

Uncertainty about keeping library programs for January open to public. The goal is to have services continue with fewer in person attendees. The Director is considering having hybrid programs with only 20 people attending in person, and the rest on zoom. The Director will discuss all these points with her staff.

- The rebranding of the library website and the redesign of the logo are getting underway. The logo treatment should be ready by March 1st, and the redesigned website done by August 1st.

- There will be a Financial Committee meeting on Thursday January 6th on zoom.

- A new book club is starting meeting in person in January, and then on zoom in February. The response has been very successful.

- There will be 2 guests from the staff of the Massachusetts Library Commission coming to the next Board of Trustees meeting in February.

- One of the library boilers broke down the day after Christmas and has been repaired.

**4. Friends of the Library:**

New Board members have been elected at a recent Board meeting.

**5. Building Renovation Committee report (BRC):**

Contract with the architectural firm CHA was finalized in December.

Contract with the Johnson and Roberts firm should be finalized soon.

The 2 firms will meet with the BRC in the coming weeks. The renovation project is proceeding on schedule.

**6. Abbot Public Library Foundation:**

The kind of fundraising the Foundation will do will be discussed by the Board in March.

The meeting was adjourned at 7:11PM.

Next meeting: February 7, 2022 at 6:30 via zoom