

Chelsea Public Library  
Board of Trustees  
January 26, 2021  
Minutes of Meeting – APPROVED

1. Call to Order: The meeting was called to order at 6:02 P.M. by Chairperson Beth Novak.
2. Roll Call: At Roll Call, the following attended: Chairperson Beth Novak, Vice Chairperson Monica Elias, Clerk Maura Garrity, Lisa Santagate, Alexandria Christmas, and Krissy Byrnes. Director Sarah G. Jackson was also in attendance.
3. Approval of Minutes of Previous Meeting: On a motion made by Krissy Byrnes and seconded by Lisa Santagate, the minutes of the updated November 24, 2020 meeting were accepted as submitted.
4. Communications:
  - A. Received the Bartholomew report dated 12/31/2020.
5. Report of Library Director: The Director reported on the following:
  - A. Invoices: Invoices are being paid as submitted.
  - B. Building Update: Finished painting stairwell and Director's/Trustees' Office.
  - C. Budget: No updates.
  - D. The city Children's Department update:  
- virtual programming is continuing. The participation is steadily increasing.
  - E. Upcoming events:  
Book club March 4, 2021 at 7pm
  - G. Policies: None.
  - H. Misc.:
    - 35 Laptops are ready and will be installing MS Office.
    - LST Grant and Cares Act Grant were submitted and waiting on response.
    - The library is eligible for a grant upon receipt of the Archivist Report.
    - Received a donation from the Zonata Club of Chelsea. The donation was issued directly to the Library. The donation will go into revolving fund for the Library upon approval of the City Council.
    - Chelsea Public Library Strategic Plan Committee's next meeting is scheduled for Thursday, February 11th at 5pm. The meeting is being facilitated by MLS.

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CITY CLERK  
Maura Garrity

6. New Business:

Children's Librarian Katherine Palencia has requested funding for Spring 2021 children's programming. She has estimated a budget of \$1500. Approximately \$600 is for the "Mindful Einstein" program, \$350 is for the Baby ALS program, \$400 is for virtual game tournaments. Director Jackson will clarify the remaining \$150 are for supplies for these programs. A motion was made by Beth Novak and seconded by Monica Elias that the trustees have agreed to vote during the February 2021 meeting. This motion carried.

7. Unfinished Business: None.

8. Ongoing Business

A. Continue to evaluate how to support Friends of the Library.

B. Adult events to be announced. The dates have not yet been set.

a. Saturday movies for adult.

b. Adult coloring.

c. Adult game night.

C. Archivist report which will go over at next meeting.

9. Date of Next Meeting: The next board meeting has been tentatively scheduled for: Tuesday, February 23, 2020 at 6:00 P.M.

10. Adjournment: On a motion made by Lisa Santagate and seconded by Alexandria Christmas, the meeting adjourned at 6:28 P.M.

Respectfully submitted,  
Maura Garrity, Clerk

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PUBLIC SERVICES DIVISION