

**S. WHITE DICKINSON MEMORIAL LIBRARY
EMERGENCY TRUSTEE MEETING RE: COVID-19**

DATE: Saturday, March 14, 2020

TIME: 11:45am

PRESENT IN PERSON: Bob Smith, Chair, Jim Ross, Sheila Powers

PRESENT BY CONFERENCE CALL: Larry Ashman, Megan West

PRESENT BY TEXT COMMUNICATION: Ken Moulton

Director contacted Trustee Chair concerning numerous closings and cancellations at local libraries as well as the MA State of Emergency announcement, and multiple directives from MLS and MBLC concerning the COVID-19 virus. Closings and safety concerns are ramping up and she wanted to assure we are doing everything possible to keep staff, patrons and residents safe at this time. Chairman contacted Trustees to meet at 11:45am at library if possible. Jim and Sheila were able to attend, we contacted Larry and Megan by speaker phone and Ken Moulton by text and commenced meeting at 11:47am under emergency circumstances.

Following State recommendations, MBLC protocols and State Health recommendations we discussed and voted unanimously to close the library until March 30th or further notice, pending updated State, Town and CDC Covid-19 updates. It is of utmost importance we keep staff safe, patrons and residents safe and healthy. As well, both Director and Library Associate may, at their discretion, work independently at library or at home and will be paid regularly scheduled hours for each week of closure. C/WMars as yet undecided about delivery of materials from/to Central & Western MA libraries but procedures are in place for handling any materials. Director will keep us informed of any and all updates. Chairman will notify Town Administrator immediately.

Adjourned 11:52?