

**Essex Free Library**  
**Board of Trustees' Meeting Minutes**  
**Via Zoom**  
**January 19, 2022**

Attending: Caitlin Corless, Janet Watts, Bonnie Doble, Mike Yandow, Joan Janzen, Lorna Swerhone, Iris Banks, Marie Froeschl

Meeting called to order at 7:04

Minutes of the November 17 were accepted without change. Motion by Marie, seconded by Iris.

No announcements

Director's Report:

- Applications are being accepted for substitute library assistants.
- Website is official and live.
- Six hundred memberships have been renewed.
- Circulation, when e-books are included, is good.
- Review of current hours, no programming at this time, curbside pick-up is available.

New Business:

1. Three policy revisions were reviewed and passed with out objection.
  - Circulation
  - Patrons' responsibilities
  - Who may use the library
2. Potential staffing changes were discussed.
3. Town meeting is virtual and will serve as the Boards' March meeting.
4. The 501C3 group will meet on January 24. This group will handle all money matters: fundraising, donations, and allocations.

Adjournment: 7:25

Motioned by Marie, seconded by Joan.