



Board of Trustees  
Georgetown Peabody Library  
2 Maple Street  
Georgetown, MA 01833

## **Agenda – October 14, 2020 – 7:00 PM**

Join Zoom Meeting

<https://us02web.zoom.us/j/82694452256?pwd=L29TMnNPeFY2TWNIVEhhdWhzaG41QT09>

Or call 1 646 558 8656

Meeting ID: 826 9445 2256

Password: 799952

### **Old Business**

- Accept Minutes for September Trustee Meeting
- COVID-19 Discussion

### **Director's Report**

### **New Business**

- Friends Report
- Bills/Payroll Report

**Next Trustees Meeting – November 11, 2020**

## **REMOTE MEETING PROCEDURES**

In keeping with the ongoing Emergency Order from Governor Charlie Baker to limit gatherings and maximize social distancing, and under legislation passed to address remote board meetings during the emergency declaration, this meeting will be conducted remotely over Zoom. Attendance by Board/Commission members will be remote and remote attendance shall count toward quorum.

To use Zoom you will need to download the Zoom application at [www.zoom.us](http://www.zoom.us) and create an account or use one of the call in numbers listed on the agenda. You will need the webinar ID to join by phone only.

While conducting meetings remotely we will endeavor to keep meeting operations as close to our standard procedures as possible, however use of this platform will necessitate some additional meeting protocols

1. While the board members or commissioners and applicants will be on video and audio; public participants will join the webinar as attendee, meaning they are muted and with no video feed from them.
2. During the public testimony portion of the meeting members of the public can be recognized by using the raise hand function, found under participants from zoom, or make a request with the Q&A function. If your joining only by phone you can press \*9 to raise your hand. If an applicant wishes to display materials please make the request of the Chair and the email materials to Board staff for sharing on screen. When starting testimony please state your name and address for the record.
3. There is a markup function in Zoom which will allow you to call out specific areas of presentation materials.
4. As in any public meeting, indecent behavior will not be tolerated and anyone who abuses use of the meeting platform will be terminated from the meeting.
5. Business will be handled at the times indicated on the agenda. Business not concluded in the allotted time will be tabled to the end of the meeting to allow for timely logins and remote attendance.
6. All votes will be by roll call.
7. When all business indicated on the agenda has been completed, the members will vote to adjourn the meetings, signaling the end of the meeting. All participants will be disconnected from the webinar.