

MINOT SLEEPER LIBRARY
Board of Trustees
February 25, 2021

This meeting is being held remotely due to social distancing orders put in place by the state government.

Trustees Present: Rosemary D'Arcy, Martha Hulsman, Karen Boyd, Travis Kelley, Lucille Keegan

Nancy Dowey, Nancy Spears

Absent: Shirley Yorks

Library Director: Brittany Overton

Rosemary called the meeting to order at 5:00 pm.

Rosemary noted that since we were holding a virtual meeting, we will take votes via roll call. This meeting was posted so the public could join.

Karen moved to approve the minutes from the last meeting and Lucille seconded. The minutes were approved.

Brittany presented the Financial Report.

Lucille moved and Nancy Dowey seconded to accept the financial report. Motion passed.

DIRECTORS REPORT

Brittany presented the Director's Report which all the Trustees received in advance of the meeting.

-The staff is ready to open the Library at limited capacity of 10 patrons at any given time, starting March 1. The Trustees support this. Travis said that curbside may need to continue. Brittany agreed and stated that other adjustments will probably need to be made as the Library responds to needs of the community.

-Brittany asked if the Trustees support purchasing 3 shelving units for \$1400, as previously discussed.

Martha moved and Karen seconded to purchase the shelving with money coming from the Carr Fund.

Nancy Dowey and Martha will investigate wood panels for the ends of the shelves.

- Brittany showed the proposed job ad with the opportunity in Hebron and the Trustees agreed to move forward. Lucille will sit in on interviews and either Karen or Rosemary will also.

- Brittany shared the development of the tech lending policy, after months of meetings and research.

Karen moved and Nancy Dowey seconded to approve the revised tech landing policy. Motion passed.

Lucille moved and Karen seconded authorization to launch the tech lending program. Motion passed

NEW BUSINESS

- Rosemary complimented Brittany's 18 month progress report on the Strategic Plan.
- Rosemary reported that standing committees are established.
- The annual calendar of Trustee activities has been shared with all the Trustees.
- Little Free Libraries discussion; the Friends may be interested in building one. The Keegans have built one. The one that was built at the middle school is missing. Karen knows a teacher who may be able to help locate it.

Rosemary moved and Travis seconded to approve staff compensation recommendations from Brittany and to increase Brittany's salary by 2%, contingent on the budget passing at Town Meeting. Motion passed.

- Brittany reported that Paula is looking at how to improve and streamline the collections process. Rosemary suggested the Trustees should receive periodic briefings on collection development; how books are selected and added to the collection.
- The March meeting will be used to organize for the next year; elect new officers and new Trustee orientation, as needed.
- Brittany encouraged everyone to attend the candidates forum on Saturday, February 27 at 2 pm on zoom.

The meeting was adjourned at 6:15

Next meeting is March 25 at 5 pm.

Respectfully Submitted,
Nancy Dowey