

**MINOT SLEEPER LIBRARY**  
**Board of Trustees**  
**March 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, 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.

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

**Brittany presented the Financial Report.**

Rosemary asked where the funds would come from if the Trustees would need to make an expenditure of several thousand dollars. Brittany said there are general funds available at Franklin Savings Bank and depending on what we would need it for there are other funds. Kathleen and Don Milbrand will meet soon to discuss the Jackman Fund.

**Lucille moved and Travis seconded to accept the financial report. Motion passed.**

Rosemary stated that since this is the first meeting after the Town Meeting, this is our annual meeting. Rosemary invited any Trustee who wishes to serve in any officer position to come forward. None did and the present officers are willing to continue to serve in their present positions.

**Martha moved and Karen seconded the motion to accept Rosemary D'Arcy-Chair, Karen Boyd-Vice Chair, Nancy Dowey-Secretary, Kathleen Haskell-Treasurer. Motion passed.**

**DIRECTORS REPORT**

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

Brittany proposed changing the library hours; Monday to Friday 10-6, Saturday 10-2 pm. This adds two hours to the weekly schedule but there are no evening hours due to very low evening attendance. Martha stated she felt the library should be open one evening for people who work and patrons should be given more time to know the new library schedule with publicity as the hours have changed. The Trustees and Brittany agree so the library will be open Thursday evenings for the next two months. The meeting room will not open until May or June.

Kathleen, Brittany and Rosemary will meet with building contractors regarding roof leaks and the cracks in the walls.

**Martha moved and Nancy Spears seconded that the Trustees authorize the two Trustees to approve expenditures for the building repairs, as they see fit. Motion passed.**

Brittany explained the Inclusive Intern Initiative program. We are the first library in New Hampshire to receive this grant and the Trustees fully support it.

Update on technology lending program: The library will be able to disable computers if they are used inappropriately. The program will be launched in the middle of April.

Staffing update: Three of the four candidates will move on to second interviews.

**NEW BUSINESS:**

Brittany has posted an 18 month update on the Strategic Plan. It is in the newsletter and on Facebook.

Strategic Planning Working Groups reports:

Innovation Communication-Branding focus groups on hold.

Space Needs-Looking at how movement in the library will change and how to buy appropriate furniture. Big cloth items/chairs will not be wanted.

Expanding Accessibility-Two little libraries will be built.

Rosemary requested that the Standing Committees set up regular meeting schedules. The standing committees are: Policies and Procedures, Personnel/Human Resources. Fundraising.

Fundraising: Suggestion to use social media for fundraising. Brittany said it would be beneficial to be able to accept debit or credit cards for other payments, too.

Rosemary also requested that nominees for the plaque be brought to the next meeting and contributions to the Sunshine Fund be made at any time.

**Martha moved and Karen seconded to adjourn the meeting. Motion passed. The meeting was adjourned at 6:15.**

Next meeting is April 22, 2021, hopefully outside

Respectfully Submitted,  
Nancy Dowey