

MINOT SLEEPER LIBRARY
Board of Trustees
October 15, 2020

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, Nancy Dowey, Kathleen Haskell, Shirley York

Absent: Travis Kelley

Library Director: Brittany Overton

Rosemary called the meeting to order at 4:00 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 amended minutes from the September 24 meeting and Shirley seconded. The minutes were unanimously approved.

Brittany presented the financial report

Karen moved to accept the financial report and Nancy Spears seconded. The report was unanimously approved.

Brittany presented the Director's report which all the Trustees had received in advance.

Questions from Brittany:

Should the library donate extra shelving units from the basement?

Trustees agreed.

Should the library hire a pest control company to get rid of wasps nests near entrance area?

Trustees agreed but requested a second estimate.

Brittany recommended a format for keeping records and the length of time they are saved.

Rosemary recommended we follow the system Brittany is using and we digitize as much as possible and follow legal requirements. Trustees agreed.

Discussion of mask requirement.

Due to sensory issues, a patron's son can not tolerate wearing a mask. Kathleen will check the school policy and Nancy Dowey and Rosemary will do research and report at the next meeting. Another patron had been asked to continue wearing her mask while using the work station in the meeting room. She objected and left a note for Brittany and also emailed Rosemary. Both of which were shared with the Trustees. Rosemary will answer the email and it will be shared with Nik.

Brittany presented the proposed budget she will present to the Budget Committee.

After discussion Nancy Spears moved and Karen seconded to keep 2% salary increase in the budget with other line items as presented.

Lucille Keegan has been recommended to fill Tom Kaempfer's term.

Martha moved and Shirley seconded to submit Lucille's' name to the Selectboard. Motion passed unanimously.

Due to the holidays, Karen moved and Martha seconded a motion to change the next two meetings to the third Thursday of the month at 5pm. Motion passed unanimously.

Karen moved and Nancy Dowey seconded a motion for the Library to be closed Friday, December 24 and Friday, December 31 at noon Passed unanimously.

Brittany will send out the schedule of Budget Committee meetings so Trustees can attend to support the Library budget.

Karen Boyd moved to adjourn and Shirley seconded. Passed unanimously.

Rosemary adjourned the meeting at 5:45 pm

Next meeting: November 19, 2020

Respectfully submitted by
Nancy Dowey, secretary

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