

MINOT SLEEPER LIBRARY
Board of Trustees
December 17, 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, Travis Kelley, Lucille Keegan, Shirley Yorks

Absent: Nancy Spears, Kathleen Haskell

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 amended minutes from the November 15 meeting and Nancy Dowey seconded. The minutes were unanimously approved.

Brittany presented the financial report/updated town tax budget.

Travis moved to accept the financial report and Karen Boyd seconded. The report was unanimously approved.

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

-Brittany suggested purchasing safety equipment for the staff when they are doing curbside deliveries, such as footwear to wear in slippery weather. The discretionary fund could be used for the purchases. Rosemary, Kathleen and Brittany will explore options.

-Shayne has proposed offering mileage reimbursement and a small gift for the home delivery drivers. The Board approved. Brittany will look into it. The mileage reimbursement would come from the town budget and the gifts would come from the Sunshine Fund.

Old/Unfinished Business

-Based on his professional experience, Travis commented that our circulation is impressive compared to many other libraries in the state.

-COVID-19 updates: There are still between 1-10 cases in the towns we serve.

-Some 2021 budget review dates have been changed.

-Brittany, Travis and Rosemary have met twice to discuss providing the computer/hot spots. They will arrange a meeting early in January with Nik and the Primex representative to discuss the program.

-Strategic Planning

Innovative Communication is the only subcommittee that has met this past month. They may work with a student and professor from PSU on projects and branding.

-Planned Giving

George Carr's \$100,000 bequest can be used for up to two years after his death. The Trustees discussed possible ways we might meet the intention of the bequest. It is unclear at this time his specific wishes for the funds.

New Business

-Regional library services discussion was postponed to January.

-Rosemary, Kathleen and Martha will arrange staff holiday gifts.

-Nik has recommended that all nonessential town staff receive a stipend at the end of year; \$500 for full time and \$250 for part time staff. The Selectboard will consider this at their next meeting and the Trustees agreed to support their decision for stipends for the library staff.

-Rosemary presented the Trustees meeting schedule for next year.

-There are four Trustees running for reelection in 2021: Lucille, Martha, Karen and Nancy Dowey

-Brittany proposed buying two clean air curtains for the library. She had attended a presentation and was very impressed how these devices could help keep the library air clean and safer. The Board unanimously supported the purchase.

-Martha reported the the Laconia Sun newspaper will donate a box for curbside pickups. Brittany said the staff thinks the contact with the patrons is important at curbside so they would not use it.

Shirley moved to adjourn and Karen seconded. Motion passed unanimously.

Rosemary adjourned the meeting at 6:50

Next meeting is January 21, 2020 at 5 pm.

Respectfully submitted by
Nancy Dowey, Secretary