

**MINOT SLEEPER LIBRARY**  
**Board of Trustees**  
**April 10, 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, Travis Kelley, Nancy Dowey, Kathleen Haskell, Shirley Yorks**

**Absent: Tom Kaempfer and Nancy Spears**

**Library Director: Brittany Overton**

Rosemary called the meeting to order at 7:00 pm

**Karen moved to accept the minutes from the March 23 meeting and Martha seconded. The minutes were approved.**

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,

Brittany presented the financial report.

**Martha moved to accept the financial report and Karen seconded. The report was unanimously approved.**

Brittany went over the director's report which all the trustees had previously received.

With the library now closed, Brittany recommended that the library increase online purchases for Kanopy and Advantage.

Nik Coates has asked that the all town departments try to reduce spending due to unknown financial effects of Covid-19. Brittany assured the trustees there are places that will be under the budgeted amounts.

Brittany asked if the trustees would like to respond to questions for an article for the newsletter celebrating National Library Week, April 19-25. Since there was general agreement, she will send out the questions soon.

All national and state conferences and workshops have been canceled or postponed.

NH Librarians are meeting weekly virtually. The trustees agreed that we could benefit from a similar meeting. Brittany will inform the NHLA that the trustees are interested in such meetings.

Brittany reported the staff are doing very well working from home. They are keeping track of their hours as they do projects and answer patron's question when they have phone duty. They are having weekly virtual staff meetings on Monday mornings. There are a number of online offerings for patrons by the staff and they are announced on the library website.

Discussion about planning for reopening of the library, although the date is unknown.

Some libraries have developed pandemic policies. Brittany will forward the policies she has seen to the trustees to look at and decide if we want to develop our own.

Due to library closure, no reports from strategic plan committees.

The cleaning service will start the deep cleaning process during their weekly visits. The cleaning service will only be cleaning the library once each week instead of twice weekly.

**Martha moved to adjourn and Karen seconded. Unanimously approved.**

Next trustees' meeting is April 20, 2020 at 7 pm

Respectfully Submitted,  
Nancy Dowey