

MINOT SLEEPER LIBRARY
Board of Trustees
April 20, 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, Nancy Spears

Absent: Tom Kaempfer

Library Director: Brittany Overton

Rosemary called the meeting to order at 4:30 pm

Karen moved to accept the amended minutes from the April 10 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.

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

DIRECTORS REPORT

Brittany had previously submitted her detailed report to all the trustees. There were a few items discussed.

-Brittany is remotely attending a NH Re-opening libraries Task Force Meeting April 21 regarding planning for reopening.

-Congresswomen Annie Kuster is hosting a call in and Brittany will be one of the representatives of small town libraries on that call.

-The copier contract is \$60 per month and that cost is usually offset by the charge for copies but Brittany thinks at this time, we can still cover that cost from the budget.

-A lengthy discussion was held about when to order print books and how they would be delivered until the library reopens. Travis provided good information from book distributors. He reported that right now 80% of libraries are on hold with orders. There could be a bottleneck when they all want to order. Brittany would prefer to order now and the staff can do the book entry from home. She will look into where and when the books could be delivered.

-Brittany is helping Bristol build a website for business outreach. Rosemary expressed a concern that it might end up being too time consuming but now is fine and a good service to the community.

-The staff continues to keep busy with projects and providing a variety of programs for the community online.

NEW BUSINESS

-Discussion of reopening possibilities. Brittany said it is hard to make plans until we know more. Brittany said there may be a need to changes in use of space. Should the computers be placed differently? Fewer chairs at each table? Kathleen brought up possible permanent changes to the bathroom to make it more antiseptic. Brittany will ask Cindy, as the staff person on space needs committee, to research appropriate bathroom fixtures. Nancy D will call the space needs consultant to see if she has recommendations. The safety of the staff is very important. One staff member has a severe allergy to latex and that will need to be considered in planning.

-Discussion of Bristol town policies related to Covid-19 is postponed.

Martha moved to adjourn and Shirley seconded. Unanimously approved.

Next meeting is Monday, May 4, 2020 at 7 pm

Respectfully Submitted,
Nancy Dowey