

MINOT SLEEPER LIBRARY
Board of Trustees
August 27, 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, Tom Kaempfer, Shirley Yorks

Absent: Travis Kelley, Nancy Spears

Library Director: Brittany Overton

Rosemary called the meeting to order at 4:00 pm

Karen Boyd moved to accept the amended minutes from the July 23 meeting and Tom Kaempfer 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. There is more than \$12,000 unspent at this time. Karen and Rosemary recommended that we stay conservative in our spending at this time.

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

Brittany presented the Director's report which all the Trustees had received in advance. The Trustees reviewed the flow chart for reopening. It was agreed the library will follow the NH state policy for parameters for safe opening.

Rosemary moved and Karen seconded the following motion. "The Trustees of the Minot Sleeper Library in accordance with RSA 202-A-6 (management of public library property) require and mandate people entering the library wear a face covering. The face covering mandate will only apply to persons over the age of 4. The Library will provide disposable face masks for those who do not have their own. If a person is not able or refuses to wear a mask or covering the Library will provide curbside service and outside computer access as an accommodation. This mandate to wear a face mask or a covering will only apply while the Covid-19 pandemic is still considered a public health emergency by government officials."

Motion passed unanimously.

Karen recommended that the bathroom will not be open be included in the opening information.

The staff hope that after 2 weeks, Saturday appointments can be set up. By October 1, allow 25 people in the building at one time.

New Business

Brittany reported the Senior Center is interested in using their van to provide library book checkout service to seniors in surrounding towns. Martha asked about insurance. Brittany will check with Primex. Karen asked if the seniors will be card holders. Brittany would like that to be the case.

The Trustees support moving forward with this project

Brittany went over the Budget Committee dates for reviewing the 2021 budget. She will send them out to the Trustees this week.

Brittany attended the last Rotary Meeting. They expressed their appreciation for the Library's support. The Rotary is looking for organizational members.

Brittany reported that the plaque with the current honoree, Lucille Keegan, has been mounted. Rosemary will write a letter inviting Lucille and guest for a celebration on September 24 in the butterfly garden.

Brittany said there is funding available for technology lending however, Nik Coates the town administrator, and the representative from Primex are concerned the equipment is very expensive if it is lost or stolen. Another concern is what the hot spots and computers might be used for. Primex feels it would be a high risk to the town but Brittany and Nik would like to find a risk adverse way to offer the service. Brittany will continue the extensive research she has been doing on this and the Trustees will consider a technology lending policy at a later date.

Brittany reported the town has requested that the Trustees sign two forms: code of ethics and release of liability for the town.

Brittany listed all the accomplishments of the strategic planning committees:

Physical Space: 2 tier rack for storing chairs, added shelving for DVDs-40% increase in documentary DVDs being checked out since they were relocated, hands free in bathroom, moved Rotary storage to entryway so more storage for library materials

Communication: printed newsletter in all curbside pickups and elsewhere, story walk,

Resources: connection to Senior Center, libraries for partnerships, 2 little free libraries have been built, home deliveries, virtual book and movie groups

Martha moved to adjourn and Nancy seconded. Motion approved and meeting adjourned.

Next meeting is September 24 at 4pm.

Nancy Dowey
Secretary

