

**MINOT SLEEPER LIBRARY**  
**Board of Trustees**  
**July 23, 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, Nancy Spears, Tom Kaempfer, Shirley Yorks**  
**Library Director: Brittany Overton**

Rosemary called the meeting to order at 4:00 pm

**Karen Boyd moved to accept the minutes from the June 18 meeting and Nancy Spears 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.

It was agreed that the \$600 returned by Lauren Stara will be held in escrow for future space needs projects.

Brittany will send the NHHC grant to Tom for review based on some questions he had about it.

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

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

Additions from Brittany:

1. Technology lending policy - The library uses the town public safety contract. Since Nik and Brittany have some concerns about liability for hot spots the questions have gone to Primex and White Mountain IT. Brittany will report the findings.
2. The library is the beneficiary of \$1024.68 from an estate. Brittany will find where to send a thank you note.
3. The governor announced this week that the Covid funds are extended to October 15 so we have more time to decide items the library might need.
4. Curbside is increasing. Some people are using this service who have never been to the library.
5. Four people have signed up for home delivery

The executive committee continues to meet to discuss issues regarding reopening.

## **New Business**

Brittany has drafted a plan for Phase 3 opening. The town office will be fully open August 3. Rosemary asked the Trustees for ideas for reopening. Ideas include masks and gloves will be difficult to enforce but are very important to be worn, open on restricted basis sooner than later, use appointments/reservations and restrict the number of patrons in the library, need to be aware of perceived relevance to the community if we stay closed too long, no cards to out of states, mindful of traffic pattern in the library, concerns about staff safety, keep statistics of circulation compared to other time periods to show relevancy, keep interactions/checkouts as touch free as possible, after summer will be safer to reopen, some patrons need to see the books instead of ordering curbside. Brittany expressed concern about staff safety.

Brittany will have updated reopening plan ready for the August 27 meeting. The trustees will make a recommendation at that meeting.

Brittany will give a report at an upcoming selectboard meeting.

## **Building Projects**

The HVA is back ordered and will be covered by Covid funds.

The egress is almost complete.

Brittany is applying for Resilient Community Grant for Climate Change for \$1000.

Discussion for Lucille Keegan to be nominated to be the next honoree for the wall plaque by the circulation desk. **Karen moved and Nancy Spears to make Lucille the next honoree.**

**Motion unanimously approved.**

Rosemary wrote a requested letter for the library to support community broadband grant application. **Retroactive approval motion by Tom and seconded by Martha.**

Shirley asked for information about the story walk in the Butterfly Garden.

**Karen moved to adjourn and Shirley seconded. Motion approved and meeting adjourned.**

Next meeting is August 27 at 4pm.

Nancy Dowey  
Secretary

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