

**MINOT SLEEPER LIBRARY**  
**Board of Trustees**  
**May 18, 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**  
**Absent: Tom Kaempfer, Shirley Yorks**  
**Library Director: Brittany Overton**

Rosemary called the meeting to order at 7:00 pm

**Nancy reported one correction to the minutes. Karen moved to accept the amended minutes from the May 4 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. The library is operating under budget at this time.

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

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

- The ILL program will not be running for a long time.
- Brittany shared the extensive planning that is necessary for the reopening of the library. She has been very involved in the state task force. State report is due out on May 21.
- Curbside pickup will be the first service offered for reopening with 2 staff in the building. The plan is to start June 1. Pickup will be at 15 minute intervals during the library new opening hours; 10-16 Monday to Friday and 10-2 Saturdays.
- Brittany will clarify how printing services might be offered.
- Bathroom fixtures have been ordered and the plumber will install them when they arrive.

**Executive Committee Report**

The committee is meeting every 2 weeks to discuss reopening plans with Brittany and assist where ever possible.

**Strategic Planning Reports postponed**

- The meeting with Annie Kuster has been canceled due to scheduling difficulties.

**CARE Grant application**

Brittany is applying for a \$10,000 CARE grant to help equalize the digital divide in our community-potentially purchasing hot spots, chrome books for adults and services to assist learning how to use new technology. Rosemary and Nancy will assist with the grant writing.

**Announcements**

The NLRA has asked to partner with the library to construct a story walk in the butterfly garden. Brittany will call Shirley to inform her.

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

Next trustees' meeting is June 1 at 7 pm

Respectfully Submitted,  
Nancy Dowey