

**MINOT SLEEPER LIBRARY**  
**Board of Trustees**  
**May 4, 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 7:04 pm

**Karen moved to accept the minutes from the April 20 meeting and Travis 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 Nancy Spears seconded. The report was unanimously approved.**

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

The Primex attorney will be responding to legal questions from the task force this Wednesday.

Brittany is waiting for the release of the Reopening NH Libraries Task Force study to see how long the virus lasts on library materials and in the space and how that will influence cleaning.

Rosemary asked if the cleaning crew is using the water in the building since that would help keep the water system flushed.

Brittany found out today there will be some CARES Act funding for Bristol.

The Friends are being very generous and are anxious to fund projects and help any way they can.

Sandy Saffran, who has donated funds for an arts program has offered for the library to use the funds in other ways, if necessary. The Board decided to keep the funds as intended for now.

The community garden will not be done this year. Seeds will be mailed out. Shirley offered to provide gardening education at her house.

Travis asked about Chromebooks availability. Kathleen said she think they are available through the schools. Brittany will ask. Travis said it would be good if Libby could be loaded on all those computers.

Paula and Brittany recently discussed the summer reading program. Right now, virtual presenters and summer reading kits are planned.

Reopening Updates:

Today, there was a UNH link to order masks and Brittany has ordered them and will pick them up soon.

May 21 is release date for the the report that will give opening guidance for NH libraries. Rosemary suggested the executive committee meet with Brittany more frequently to plan for reopening and then share the plans at the next Trustees meeting for approval. Brittany said there are many conflicting ideas about when libraries should open.

After some discussion, the Trustees agreed to wait for the the task force report to give us guidance.

Nancy Dowey presented the plan and plumber's cost estimate to do the work on the bathroom and drinking fountain to make them less hands on.

**Nancy Spears moved and Shirley seconded to authorize expenditure up to \$2000.**

Hand sanitizers were also suggested to be installed around the library. Brittany said Cindy can order some.

The Pandemic Policy was reviewed.

**Martha moved and Karen seconded it be approved with one amendment.**

Brittany has communicated with Congresswoman Annie Kuster's office after Kuster had suggested having a virtual meeting including Bristol citizens and our state representatives.

Rosemary has a draft invitation. She is waiting for a response from Kuster's office.

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

Next trustees' meeting is May 18 at 7 pm

Respectfully Submitted,  
Nancy Dowey