

**MINOT SLEEPER LIBRARY**  
**Board of Trustees**  
**September 24, 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, Shirley Yorks, Travis Kelley**

**Absent: Tom Kaempfer**

**Library Director: Brittany Overton**

Rosemary called the meeting to order at 4:00 pm

**Karen Boyd moved to accept the amended minutes from the August 27 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 and Kathleen presented the financial report

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

Brittany presented the Director's report which all the Trustees had received in advance. There was discussion about phased reopening with general agreement with Brittany's plan. One issue is groups' needing meeting space which we can not offer at the Library in the near future. Rosemary and Brittany will explore other options in Bristol and report back.

**Karen moved and Martha seconded a motion to approve Brittany's expenditure of \$1068.35 for electrical timers. Motion passed unanimously.**

Brittany requested that the Library be closed ½ day on December 24 and ½ day on December 31 and closed all day December 25 and January 1. **Shirley moved and Karen seconded the motion to approve closures. Motion passed unanimously.**

**New Business**

Rosemary announced that Tom Kaempfer has resigned from the Trustees due to family obligations. She requested the Trustees recommend people who could be nominated to serve the rest of his term.

The plaque celebration had to be postponed and Rosemary will propose some alternative

dates for an outdoor celebration. She encouraged the Trustees to think of other potential honorees.

Brittany provided an update on the lending of hot spots and computers. Brittany has continued to gather more information and it supports the practice. It has been referred to the NH attorney general for a recommendation by the town and Primex.

The Strategic Plan Working Groups activities this month:

Innovation

- Branding
- Annual Fund Campaign for 20-21

Space Needs

- Martha and Paula have discussed cleaning and organizing the basement
- Dividers were ordered for the meeting room so 2 more work areas for patrons were created
- Martha said the little free libraries are completed and are at one of the schools

Expanding Accessibility

Lucille and Tom were on that committee so new members are needed.

Brittany reported the Selectboard still has not decided if each town employee will receive \$500 for COVID hazard pay. The Trustees agreed we would prefer to give the Library employees a non monetary benefit such as vacation days.

2021 budget discussion

Nik Coates has said he will be recommending a 5% decrease in all department budgets submitted. Brittany presented the budget showing what a 5% decrease and also lesser cuts would look like.

A lengthy discussion on expenditures and income was had. The consensus was that almost any decrease would be damaging for the services the library provides. The budget must be submitted to the budget committee on October 20 so the next Trustee meeting on October 15 will focus on the 2021 budget and finalize it.

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

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

**Meeting adjourned by Rosemary at 6:08**

Next meeting is October 15 at 4:00 pm.

Nancy Dowey  
Secretary