

**Library Trustees Meeting Minutes**

Wednesday, May 12, 2021

**Attendance and Additions to Agenda**

Members Present: Jim Fowler, Maureen Spilsbury, Marie Weller, Shannon Glidden, Diane Town, Becky Bailey, Karen Haskell (alternate) & Jen Haynes (Director)

Absent: Judi Baraly

**A. Meeting called to order at 4:10.**

- No additions to the agenda

**B. Minutes, April 2021**

Minutes from the April meeting were reviewed. Marie motioned to approve. Maureen seconded. Motion Passed.

**C. Standing Reports:**

**1. Treasurer's Report – April 2021**

- Not a lot of changes since last month
- One Debit account was closed and opened as a Savings account
- Opened a new “temporary” account for donations to the Library Lot fund
- Reviewed Investment Funds – some growth there
- Diane motioned to approve. Shannon seconded. Motion Passed.

**2. Director's Report**

- 2<sup>nd</sup> round (final) of book orders through the Rotary grant will be placed by the end of this week
- Waiting for some furniture to be removed by town and then some will be on lawn for FREE just for the weekend in case community members can use them
- Awarded Summer Reading Program this year - \$500. This will include two performers/presentations along with weekly programs for 3 age groups. Jen will share a schedule next meeting.
- Another grant pending for ALA COVID Relief program - \$3000. The intent for these monies is to install own streaming equipment and to boost supplies for children's outreach. Also communicating about getting wifi port for the patio (free to the Library)
- Scheduled two Humanities To Go programs (June & July)
- Going out Green burial presentation – Monday the 17<sup>th</sup>. Will be streamed via Zoom – projected in community room and can be viewed at home
- Purchased two Library passes – VINS & Aviation Museum. Looking at a few others

- American Plate Glass donated plexi-glass barriers for the 3 tables and town had extra one for front desk
- Adjusted staff schedules to accommodate re-opening. Hours would cut back but only slightly. Hours would be: **Tues. and Fri. 10-5, Wed. 1-7, Thurs. 1-5, Sat. 10-1, Sun. and Mon. closed** (with appointments/curbside on availability)
- Discussion about when to open from original thought of June 1<sup>st</sup>. Motion was made to open on Tuesday, May 18<sup>th</sup>. Shannon motioned to approve. Marie seconded. Motion passed.
- Diane motioned to approve Director's report. Shannon seconded. Motion passed.

**D. Old Business:**

**1. Update on Library Work**

- Needed to order some more material – needed to add some funds for this

**2. Library Lot Update**

- Jim shared letter that he wrote to send to local businesses and others who might be willing to donate funds/materials/work toward the project
- This was reviewed and accepted – Jim will begin sending this out.
- Jim also shared article for “Our Town”
- Discussed type of “tent” for the outside yard area – shelter from rain/sun for students to use Wi-Fi for homework, play games, etc.

**3. Little Library Update**

- Tabled until Fall

**4. North Porch Lights**

- The electrician has not come yet to put in. They are motion sensor – when they get put in, it should help with the lighting out back

**E. New Business:**

**1. NHLTA Dues**

- Jen has this all set. It will get paid.

**2. Review and approve investment policy**

- Members were interested in seeing this policy – what can we do with the trust funds?
- Maureen will touch base with Pat Royce

**F. Adjournment:** Motion to adjourn was made by Maureen, Diane seconded. Motion Passed. The meeting adjourned at 5:29.

**Next Business Meeting:** Wednesday, June 9<sup>th</sup>, 2021

Minutes Submitted by Becky Bailey