

Minutes of Trustees' Meeting, Olivia Rodham Memorial Library  
Wednesday, August 19, 2020

Call to Order 1:59 p.m.

Roll Call: Kris Finnegan, Susan Peery, Lew Derby, Russ Thomas, Sara Marean and Gretchen Ezell

Susan asked if there were any changes to the July minutes. No changes were noted. Susan motioned that the July minutes be approved. Russ seconded. The minutes were approved.

### **Librarian's Report:**

Kris reported that she is working her regular number of hours. Brenna is not working, and Heidi is continuing to catalog library materials and doing thorough cleanings of the library. Kris said the basement was overflowing with books which ordinarily would be for sale at the library's monthly and summer book sales. Neither are happening at the present. Heidi, with Donna Kidd's assistance, is boxing up and sending books to Discover Books who will sell the books or give them away. The library receives a percentage of any sales. The total made so far is \$0.42. Heidi was accepting more books by appointment and she and Donna were culling them. There was discussion about the value of Heidi's time being spent on sorting and packing books as there was so little monetary return. Susan suggested that Kris consider stop receiving more book donations and limit Heidi's time on this project to a couple of hours weekly. The consensus was to pack up the remaining boxes, then take a pause. Sara asked if there was a safe way to have a book sale? Kris replied that she felt not at this point with such limited access to the the buildings. Gretchen mentioned the possibility of expanding the book sale rack that is presently in the library.

Kris reported on the Racial Justice Group talk on Wednesday August 12th hosted by the Wilton, NH library specifically for library patrons. Kris said she sent out several notices and 20 people signed up, but only 3 attended. She mentioned, however, that after the talk, she had many requests for discussion involving racial justice from patrons who posted on her personal e-mail. Steve Schuch who hosted the talk and is involved with the Racial Justice Group, will follow up with these people. There was a question whether a group could meet in or outside the library? Kris said she would check with Edie. Doug Southerland who owns Camp Brentwood has offered his camp space for a meeting. Kris asked if a check had been sent to Steve Schuch and Lew affirmed that it had.

Kris requested the Board's feedback on her decision to cancel subscriptions to all periodicals, except Cook's Illustrated, as so few people were reading them. There was a discussion whether the Keene Sentinel subscription should be renewed or limited to Thursday-Saturday, as the cost had increased so much. Lew said a yearly subscription was \$311.85. The consensus was that it was important to have a local news source and support our local journalists. Susan moved that we keep the subscription to the Keene Sentinel. Russ seconded. The motion passed with a unanimous vote.

Kris said she would like to increase the hours that the library was open. She said Tuesday hours 9-1p.m. were a little slow, while Thursday hours 12-4p.m. were busier. She suggested adding Monday hours in addition to Tuesday and Thursday. There was discussion about having later hours to accommodate working patrons. Kris replied that when they had offered evening hours, very few people came. Sara suggested opening 1-5pm to allow after school children to use the library. The Trustees and Kris agreed to try adding 4 hours as of

September 1, 2020. The new hours being Monday and Thursday 1-5 p.m. and Tuesday morning 9-1 p.m. Susan suggested notifying Candace Fulford to include new schedule in Moving in Step.

### **Treasurer's Report:**

Lew reported that our accounts were doing well. The TD Bank Money Market account gained \$3.12 for a total of \$19,084.99. The Raymond James account made a gain of \$3,090.90 for a total of \$98,624.20.

There was a lengthy discussion of the budget. Kris requested the Board's assistance in helping her make decisions about where best to allocate resources. Sara requested more background information on why the fiscal year was set up as it currently is and whose responsibility is it to allocate the library budget. The Board replied that Kris has final authority to allocate library funds with support from the Board, except for salary decisions.

The major fiscal discussion centered on whether because of extraordinary circumstances related to the pandemic, we should request that our budget remain the same as in 2019. Lew reported that we were at 55% on expenses year-to-date. Because of such temporary cost reductions in not having to pay for programs, speakers and reduction in ordering new books, it was determined that we could keep expenses at the 2019 level without sacrificing salary increases. Lew said we were 3% under budget. We would still request the annual \$3,000 from the town which is over and above salaries.

Susan moved to accept the motion to amend the 2020 budget to the 2019 budget. Lew seconded. The motion was unanimously passed.

### **Correspondence:**

Russ reported that there was no new correspondence.

### **New Business:**

The time and place of the Board's next meeting was discussed. The consensus was that we would again meet outside the library, bring our own chairs, masks, and socially distance. The time was changed to 3:30 p.m to accommodate school scheduling.

Susan moved that we adjourn and Russ seconded. Unanimously approved.

Meeting was adjourned at 3:45 p.m.

**Next Meeting: Wednesday, September 16, 2020 at 3:30 p.m.  
Outdoors in front of library - weather permitting!**

Respectfully submitted,  
Gretchen Ezell