

Minutes of Trustees' Meeting, Olivia Rodham Memorial Library  
Wednesday, December 16, 2020  
Meeting was held electronically on Zoom

Call to Order 3:35 p.m.

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

The Board welcomed Jan Perry who has agreed to be a Trustee alternate. Susan asked if there were any corrections or changes to the November minutes. None were noted. Russ moved that the minutes be approved. Susan seconded the motion. The November minutes were approved unanimously.

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

Kris was pleased to report that despite the library's physical closure - returning to curbside pickup only- more patrons were requesting to take out books and other library materials. Each transaction required more time and individual attention, including returning phone calls and emails and pick-up coordination. She reported that Brenna will resume working 2 hours a week in January. She will come in on Fridays to help reshelve books, go over statistics, and will vacuum. Heidi has been coming in on Sundays and will continue to work as much as she can.

Zoom programming has been very successful so far. The next program will be this Saturday, December 18th at 11:00 , will be on Dance History in Nelson presented by Gordon Peery and Lisa Sieverts. The previous program on Nelson Cellar Holes can now be watched on Nelson History. org. It was mentioned that Ethan Tolman had previously presented a program on the early settlers of Nelson. Susan requested that Kris send it to Gordon Peery who would put it on the Nelson History website. Sara Marean told Kris to go ahead and schedule a date for her and Eric's presentation on Africa. Sara mentioned that Lindy Black was digitizing many old photos and might be pleased to to a presentation on MerriConn for Nelson. Kris said she would contact Lindy. Kris reported that Alan Rumrill never finished his Nelson program, but there was a presentation on the Harrisville and Keene railroad which might be of interest.

Kris reported receiving another shipment of PPE from the National Guard including thermometer, N-95 masks, a box of DBK spray bottles which kills everything, and three bottles of hand sanitizer. Lew said the town had extra N-95 masks available if needed. She said her decision to close the library and reevaluate after January 15th was what most other libraries were doing. There was some discussion of what might be the deciding factors to reopen the library, with Susan suggesting having the Covid transmission rate under 3% with numbers trending down. Keene was open for a few hours in the morning, then closed for a few hours, then open again in the afternoon. Kris mentioned that some libraries that had foyers were putting out book carts for patrons. Every library was individualizing. Susan and the Board expressed appreciation to Kris for her efforts to keep the library accessible to the town during these extraordinary times.

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

Lew reported that we were still doing well. The library received \$2,000 from the town warrant excluding salaries. After December we will probably receive another check from the town between \$1,000-\$1,500. We are well below budget on expenses. Our income is lower as well since there have been no book sales or summer forums.

The TD Bank Money Market Fund gained \$3.21 for a balance of \$19,097.81. Raymond James account gained \$4,977.76 for a total of \$103,447.92.

Lew reported that he had received a \$5,000 check from Marcia Sexton. As this was more than her usual contribution, he spent some time trying to contact her directly and was finally able to verify that this was the correct amount. He expressed appreciation for her contributions and gifts to the library. There was discussion as to where to deposit the money, with the consensus being to deposit the \$5,000 in the TD bank account and revisit after January 20, 2021. The Board expressed appreciation to Lew for spending the extra time to investigate this gift!

**Correspondence:**

Russ said he would write a note to Marcia Sexton. Otherwise there was no new correspondence to report.

**New Business:**

Kris asked for clarification and feedback on policies concerning vacation/sick time and furloughs. Susan had checked with Edie who said vacation time cannot be carried over to the next year, but sick time can. The Town of Nelson does not allow a person to take money in lieu of vacation time. Edie said, however, that the library board could decide their own policies independent of the town. Russ and Susan agreed to contact other libraries and see what their policies were concerning these issues and will report back at the January meeting. There was discussion who would run the library if Kris were unable to. She indicated that Susan Weaver or Heidi would be able to do so.

Kris reported that the electricity will go off on Monday, December 20th as part of testing the solar panels.

The Board went into a non public meeting session to discuss personnel issues.

Susan expressed much gratitude to Kris for everything she had done during this extraordinary year to keep the library running.

Lew motioned to adjourn. Susan seconded. The meeting was adjourned at 4:55 p.m.

**Next Meeting: Wednesday, January 20,2021, 3:30 p.m.**

**Zoom format**

Respectfully submitted,

Gretchen Ezell