

**Minutes of Trustees' Meeting, Olivia Rodham Memorial Library
Wednesday, April 15, 2020
Meeting was held electronically, on Zoom**

Call to Order 2:05 p.m.

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

The meeting was being held electronically because of the Covid-19 pandemic, during which all Town buildings were closed. The minutes of the March meeting were approved by unanimous roll-call vote.

Librarian's Report: The library director reported that she is working about 21 hours a week, her regular schedule. She is the only person allowed in the library. Her assistant Heidi Tompkins, is working 4 hours a week from home. Kris has been busy with continuing education opportunities, communicating with other librarians, keeping our website up to date, and devising library services that can be offered online. She even broadcast Story Time, live from her own chicken coop. Heidi is updating the library catalog and email list. Brenna will make up her time processing returns once the library reopens. Kris requested that there be some official policies in place regarding library employment, closing and reopening during a pandemic. She suggested going to website NHSL.gov to get to Webjunction which has all sorts of policies from different libraries. Russ offered to look into what policies other medium-size libraries have in place.

Correspondence: Russ reported it was up to date. Notes were sent to Al Guida and Mike French.

Treasurer's Report:

Checking account balance is \$3,938.76. TD Bank Memorial Fund balance is \$26,128.29. The Raymond James Memorial Fund balance is \$79,635.43. The cost of the entry way rugs was put in Miscellaneous. Lew will add \$50 to petty cash. Susan moved to accept the treasurer's report. Treasurer's report was accepted.

Trustees' Reports on external meetings:

Susan mentioned the upcoming New Hampshire Library Trustees Association Zoom meeting on April 28th. Gretchen agreed to attend and report back.

Old Business:

Summer Forums - it was discussed whether we would be able to hold them, the consensus was to wait and see for now. The tentative speaker/topic line-up would be:

July 9th Paul Klempner - Music

July 16th Marc DiGirlando - Beetle Research

July 23rd Becky Dunn - Nutrition

July 30 - Chick Colony (or other historian) - Harrisville History

Raymond James update scheduled for May. Joshua Houle was scheduled to attend the next Board of Trustees' meeting in May. Susan will check to see if he would join us electronically.

Discussion continued on finding a library alternate. Sara said she would ask Alex Dowst if he would be interested.

New Business:

Plans for reopening the library were discussed. Kris has a meeting with the NH Municipal Association next week and will report back. Her thought was to slowly open the library and not have any programs initially. Lew suggested making a task list which might include limiting the number of people, how to maintain social distancing, and disinfecting the library. At this point there were no updates from the Town health officer or Select Board. It was agreed that the Board and Kris would communicate by email between meetings.

Susan moved that we adjourn. Russ seconded
Meeting adjourned at 2:47 p.m.

Next Meeting: Wednesday, May 20, 2020, at 2:00 p.m.

Respectfully submitted,
Gretchen Ezell