

Minutes of Trustees' Meeting, Olivia Rodham Memorial Library  
Wednesday, June 17, 2020j  
Meeting was held electronically on Zoom

Call to Order 2:07 p.m.

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

The meeting was held electronically due to the Covid-19 pandemic, during which all Town buildings were closed. The minutes of the May meeting were amended to reflect that under Treasurer's Report our NHLTA dues would not increase. as Gretchen and Sara replaced Laurie and Kathleen as trustees. The amended minutes were approved by unanimous roll- call vote.

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

In anticipation of some form of library reopening, Kris said she is waiting for a rubber glove order and will need 2 trash cans with lids and foot levers. The board authorized her to order them. Kris said that she is going to quarantine returned library materials for 72 hours in designated bins before reshelving. Apparently it is not necessary to disinfect books as well. She expresses concern about cleaning and sanitizing the bathroom which would take extra time. Susan said she would write a letter to the Selectmen addressing concerns about the need for trash cans in bathroom and extra cleaning. She had spoken with Edie who reported that the Selectmen haven't really discussed re-opening buildings at this point. Susan mentioned that the next deadline for the Nelson Grapevine is approaching and she will submit any updated library opening information. Kris said she sent Mare Anne Jarvela information about the summer reading program.

Susan requested a vote that an Emergency Closure of the Library policy be added to the Policy and Procedures Manual. Lew motioned to accept and Russ seconded. The motion was passed. Kris explained the need for a Leave of Absence policy to be included in the Policy and Procedures manual. Gretchen motioned to include a Leave of Absence Policy and Susan seconded. The motion unanimously passed.

Kris said she is not accepting any books for the annual book sale which has been put on hold.

### **Correspondence:**

Russ reported that there was no new correspondence needing to be addressed. Kris added that she had received donation of a copy of May Sarton's book Plant Dreaming Deep, and would email an acknowledgement to donor.

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

Lew reported that the TD bank Money Market Fund had increased \$4.27 and was now \$26,141.47. Next month should reflect a \$7,000 transfer to the Raymond James Account. The Raymond James Account gained \$2,584.91 for a total of \$87,182.10  
Kris said she will submit receipts for the plexiglass and trash cans. Treasurer's report was approved by unanimous roll-call vote.

### **Old Business:**

Summer Forums - Susan reported that she had contacted all the speakers and was hopeful that all could be rescheduled for next summer.

Alex Durst introduced himself and was welcomed as a library trustee alternate!

**New Business:**

Kris said she was going to electronically attend a small rural library conference held in California.

There was discussion whether the next meeting on July 22,2020 could be held in person outside.

Meeting was adjourned at 3:04 p.m.

**Next Meeting: Wednesday, July 22,2020 at 2:00 p.m. Location TBA**

Respectfully submitted,  
Gretchen Ezell