

**Dunbarton Public Library  
Board of Trustees  
Monday October 4, 2021 6:00 p.m.  
Regular Monthly Meeting**

**Attendance:**

Trustees: Martha Wilson (Chair), Sara Anderson, Karen Lessard  
Not Present: Bruce Banks, Carol Kilmister  
Staff: Mary Girard (Library Director)  
Members of public: No members of the public were present.

**Minutes of meeting:**

The minutes of the September 2021 meeting were reviewed and approved.

**Financial Report:**

The report was reviewed and accepted. Mary said we are on track with the budget. Mary will check with Linda Nickerson, bookkeeper, regarding the way the ARPA #1 money is recorded in QuickBooks. If awarded ARPA Grant #2, the library will need to pay for the materials (mobile bookshelves and meeting owl) and then be reimbursed by NHSL.

**Director's Report:**

Mary reviewed the report of Library programs and upcoming events. Mary reported that patrons are happy with the current hours of operation which were recently amended due to the pandemic. Curbside pickup is still available. Mary amended her report stating that she will not be attending the Teacher's Meeting on October 6 in person but will instead email each of the teachers.  
The full report is attached.

**Old Business:**

***ARPA Grant #2 update:***

Mary submitted the grant request for Mobile Shelving and for a Meeting Owl. The moving shelves will allow for the creation of more space to accommodate more people for indoor events. The Meeting Owl will make possible having the event also be virtual. The awards will be announced on December 1<sup>st</sup> and the money will be given out on January 1, 2022. Mary feels confident with the submission. Thank you to Christine Banks for her help. We all signed a thank you card for her.

**Dunbarton Town Hall Restoration Update:**

Margaret Watkins, DTHRC member, forwarded to Mary an email regarding a proposed 'Use Policy' the committee will draft for the upstairs community room. We discussed items that we feel are necessary to be included in the use policy. We feel the hours of availability for the space should be written into the policy as it's important (due to noise) that the upstairs room not be used when the Library is open for business. We discussed that it's importance we continue to be included in the process and and that we 'stay in the loop'.

**Pandemic Service Plan Review:**

It was agreed that, due to the current Covid pandemic numbers of cases in our area, we will continue with our Phase Three Modified plan.

Library hours of operation will stay at:

Tuesday, Wednesday and Thursday: 10:00 am to 6:00 pm.

Friday: 10:00 am to 4:00 pm

Saturday: 10:00 am to 2:00 pm

**Masks will continue to be required inside the library.**

Curbside pickup service will continue as will book bundles.

**Next meeting:** Next regular meeting will be Monday, November 1, 2021, at 6:00 p.m.

**Adjournment:**

*Motion to adjourn (Sara Anderson)*

*Seconded (Karen Lessard)*

*Approved 3-0, via roll call.*

The meeting was adjourned at 6:41 p.m.

Respectfully submitted,

Sara Anderson