

**Dunbarton Public Library  
Board of Trustees  
Monday, March 6, 2023 6:0PM  
Regular Monthly Meeting**

**Note: Due to the upstairs Town Hall construction project, this Trustee Board meeting was held in the Dunbarton Elementary School Teachers' Lounge.**

**Attendance:**

Trustees: Bruce Banks, Carol Kilmister, Karen Lessard, David Petersen

Staff: Mary Girard (Library Director)

Absent: Sara Anderson

**Bruce Banks, Chair, called the meeting to order at 6:30 PM**

**Minutes of February meeting:**

The minutes of the February 6, 2023 meeting were reviewed.

Corrections: Mary noted one correction under the Treasurer's Report

Change Treasurer's Report to the following:

The Treasurer's Report was discussed.

Our balance for 2023 was sent to the Selectmen on January 12, 2023.

Carol suggested the Charles Little grant money could make a higher interest in a different type account; that will be explored.

Motion to approve as amended: Karen Lessard

Seconded: David Petersen

Motion to approve 2/6/2023 minutes as amended passed.

**Treasurer's Report:**

Mary reviewed the financials. There were no questions from the board.

**Director's Report:**

- The report was reviewed
- Mary shared that Allen Treadwell and other town officials met at the library to discuss and the technology in anticipation of a visit from the state later in the month (March 14<sup>th</sup>).
- The selectmen indicated that if all goes well on March 14<sup>th</sup>, the library may be able to open on March 15<sup>th</sup>.
- All programs will remain virtual through the end of this month.

**New Business:**

a. Construction update and facility update-MOU with Town

Mary, Bruce, and Karen shared feedback from their attendance at the Selectman's meeting on March 2<sup>nd</sup>. The discussion focused on the renovated space of the second floor not being

available for use when the library is open, and will be up for future discussion. The usage guidelines are still in draft form until the BOS comes to agreement on remaining issues.

b. Library security concerns

This continues to be an agenda item, until the library is open and we have a better sense of how best to address security.

c. Reallocation of Assets

Bruce shared today's CD rates for the boards' consideration. The two accounts that we discussed potentially moving are currently at Digital Credit Union (DCU) – Charles A Little, and a savings account. Karen as Treasurer will call DCU to inquire about their rates and if they are unable to offer a competitive rate to GSCU (4.5%) we will likely move the money. Carol made a motion to allow Karen and Mary to look into the rates and if needed, move the Charles A Little legacy account to a more competitive bank. Bruce seconded the motion. All in favor (4). Motion passed.

**Old Business:**

**Library Grand Reopening Plan**

Mary shared a checklist of items that need to be complete in order for the library to open (she will share this with the Secretary).

We discussed continuing curbside pick-up until at least May, when the government changes the pandemic status. We will continue to review this as time goes on.

Some of the programs will remain on-line in the future, at the preference of the presenters.

The last week of April is Library week. Mary is planning to have a few special programs during that week to celebrate. We are tentatively holding April 29<sup>th</sup> as the Grand Reopening. Carol will work with Mary to plan the party and look to the trustees for attendance and input.

**Reopening phase of Pandemic Service Plan:**

Mary shared an updated Phase 4 library reopening plan. One change is in the first bullet – the board will give the library a green light, not certificate of occupancy.

Mary also shared a draft policy for Emergency Closings.

Karen made a motion to accept the draft Policy for Emergency Closings and the Phase 4 Library Reopening. David seconded. All voted in favor. Motion carried.

**Next meeting:** Next regular meeting will be Monday, April 10, 2023 at 6:00 PM in the LIBRARY.

**Adjournment:**

Motion to adjourn by Carol Kilmister

Seconded Karen Lessard

Approved by all via roll call.

The meeting was adjourned at 7:25 PM.

Respectfully submitted,  
Carol Kilmister