

**Dunbarton Public Library
Board of Trustees
Monday, May 02, 2022, 6:30 p.m.
Regular Monthly Meeting**

Note: Due to the upstairs library renovation construction project, this Trustee Board meeting was held in the Dunbarton Elementary School Teacher's Lounge.

Attendance:

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

Staff: Mary Girard (Library Director)

Members of public: No members of the public attended.

Minutes of April meeting:

The minutes of the April 04, 2022 regular meeting were reviewed and corrected.

Motion to approve as corrected (Carol Kilmister)

Seconded (Karen Lessard)

Approved 5-0, via roll call.

Treasurer's Report:

The report was reviewed. Mary said we are on schedule with the budget and all looks good. Mary received a check for the money she was shorted during the 2021 calendar year. Karen Lessard will follow up with Linda Nickerson to make sure that check is entered into the 2021 calendar year.

Director's Report:

The report was reviewed. Mary noted that she is volunteering to once again sit on the Hazardous Mitigation committee and will attend the Tuesday meetings. Lisa will cover the library when Mary is at the meetings. On April 28, 2022 the library service pivoted to curbside pickups due to the upstairs construction project. This will continue until the library reopens after the project is completed. There will be no public access to inside the library.

New Business:

Trustee Rolls:

The following positions were assigned:

Chair – Bruce Banks

Treasurer – Karen Lessard

Secretary – Sara Anderson

Trustee Committees:

The following committee positions were assigned:

Public Relations: Bruce Banks and Mary Girard

Finance Committee: Karen Lessard and Bruce Banks

Personal: Carol Kilmister and Sara Anderson

Facilities: David Petersen and Mary Girard

THRC liaisons: Bruce Banks and Mary Girard

Joint Loss: David Petersen and Mary Girard/Bruce Banks backup

Technology: David Petersen

Meeting Location:

Library Board of Trustee meetings will be held at the Dunbarton Elementary School in the Teacher's Faculty Lounge until the construction project at the library is completed. Thank you to Shelley Westenberg for setting this up.

Old Business:**Town Hall Restoration update:**

Mary and Bruce continue to attend the DTHR bi-monthly meetings. There was discussion regarding the current state of the upstairs tin ceiling. A pro-bono structural engineer will assess how the ceiling was installed and its current condition. The Cusanos attended the meeting. They are donating money for the sound and lighting systems. The trustees discussed the necessity for public understanding of when the upstairs room will be available for use which, due to noise pollution, will be limited to the hours/days when the Library is closed.

Pandemic Service Plan Review:

As the library is closed during the duration of the upstairs renovation the Covid Plan only applies to the staff. The staff will continue to stagger their shifts and will continue to wear masks while inside the library. All library events will be held either via ZOOM or outside on the bandstand during the construction project.

While the construction project is going on the library will be closed to the public per the Selectmen. The library services have reverted back to Phase Two Service Mode, curbside pick-up. The dropbox has been moved to the front (Hwy 13) entrance side of the building. Any patron who needs assistance in picking up or dropping off books is encouraged to call the library for assistance.

Next meeting: Next regular meeting will be Monday, June 6, 2022, at 6:30 PM at the Dunbarton Elementary School, Faculty Lounge.

Adjournment:

Motion to adjourn (Carol Kilmister)

Seconded (Karen Lessard)

Approved 5-0, via roll call.

The meeting was adjourned at 8:15 PM.

Respectfully submitted,

Sara Anderson