

Dunbarton Public Library
Board of Trustees
Monday, February 1, 2021, 6:00 p.m.
Regular Monthly Meeting
Approved

Due to the Stay At Home advisory for COVID-19 declared by the governor in March, 2020, the Board met via Zoom, an internet tele-meeting site.

Attendance

Trustees: Martha Wilson (Chair), Sara Anderson, Bruce Banks, Katie McDonald

Absent: Phil Kimball (joined meeting at 7:05 p.m.)

Staff: Mary Girard (Library Director)

Public: Carol Kilmister

Minutes of Prior Meetings

The minutes of the January 4, 2021 regular meeting were reviewed and approved as written. Motion to approve (Bruce Banks); seconded (Sara Anderson). Approved 4-0, via roll call.

The minutes of the February 10, 2020 Closed Meeting were reviewed and approved as written. Motion to approve (Bruce Banks); seconded (Sara Anderson). Approved 4-0, via roll call.

The minutes of the August 3, 2020 Closed Meeting were reviewed and approved as written. Motion to approve (Sara Anderson); seconded (Bruce Banks). Approved 4-0, via roll call.

The minutes of the October 5, 2020 Closed Meeting were reviewed and approved as written. Motion to approve (Bruce Banks); seconded (Sara Anderson). Approved 4-0, via roll call.

The minutes of the November 9, 2020 Closed Meeting were reviewed and approved as written. Motion to approve (Sara Anderson); seconded (Bruce Banks). Approved 4-0, via roll call.

The minutes of the December 7, 2020 Closed Meeting were reviewed and approved as written. Motion to approve (Sara Anderson); seconded (Bruce Banks). Approved 4-0, via roll call.

The minutes of the January 4, 2021 Closed Meeting were reviewed and approved as written. Motion to approve (Sara Anderson); seconded (Bruce Banks). Approved 4-0, via roll call.

Treasurer's Report

The report was reviewed and accepted. The high January monthly expense in Collections includes the annual fees for Downloadable Books and Apollo/Biblionics.

Katie explained to the Board why accurate reporting of Library-generated funds (non-lapsing, such as book sales, overdue fines, fax/copier equipment use) vs. Town of Dunbarton funds that are approved as part of the annual Town budget is important to understanding annual budgeting and request for Town funds. Bookkeeper Linda Nickerson has agreed to label non-lapsing funds on monthly and annual financial reports and to separate non-lapsing funds income from Town income to clarify operating income and expenses and Library-generated funds.

Director's Report

Mary reviewed the report of Library programs and upcoming events. The full report is attached.

Mary thanked the Board for the flowers that the Board sent to her in sympathy for the death of her father in late January.

Martha attended an NHLTA virtual Roundtable in which several librarians expressed interest in Mary's program of book bundles. Martha reported that some libraries are serving as information hubs regarding the COVID vaccine administration. Mary has fielded a few questions from the public, but most people have found the State's COVID-19 website to be helpful.

New Business

Program Policy: Our new Program Policy reflects community interests, but the concept of "community" has changed. Because we are promoting virtual programs, residents of towns other than Dunbarton have shown interest in and are attending programs via Zoom. Mary asked if we needed to evaluate eligibility to attend a Dunbarton Library event. The Board agreed that, as long as local citizens are not crowded out, we would welcome all interested attendees. The Board agreed that it will remain at the Director's discretion to monitor meeting and program capacity.

[Phil Kimball joined the meeting at 7:05.]

Mary reviewed the annual report she is submitting to the Town for its Annual Town Report.

The Library will remain in Phase 2 (curbside delivery only) until further notice.

Next meeting: Next regular meeting will be Monday, March 1, at 6:00 p.m., via Zoom.

Adjournment

Motion to adjourn (Katie McDonald); seconded (Sara Anderson). Approved 5-0, via roll call.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Katie McDonald