

**Dunbarton Public Library  
Board of Trustees  
Monday, January 4, 2021, 6:00 p.m.  
Regular Monthly Meeting  
Approved February 1, 2021**

*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, Phil Kimball, Katie McDonald  
Staff: Mary Girard (Library Director)  
No calls were received from the public via telephone.

**Minutes of December 7, 2020 meeting**

*The minutes of the December 7, 2020 regular meeting were reviewed and approved as written. Motion to approve (Bruce Banks); seconded (Sara Anderson). Approved 5-0, via roll call.*

**Treasurer's Report**

The report was reviewed and accepted.

**Director's Report**

Mary reviewed the report of Library programs and upcoming events. The full report is attached. The Trustees discussed plans to cover Library duties if the Director is not available, due to sickness. Mary will talk to Lisa Cross regarding potential availability in case of a sudden change. The board will meet as needed to enact contingency operating plans.

**New Business**

- Bow High School community book read: A diversity and equality group at BHS wants to lead a Bow-Dunbarton book read. Mary will assist in promoting and procuring books. The group began its work in the fall of 2020.
- Programming Policy: Trustees reviewed a draft policy written by Mary to address community program requests.  
*Motion to adopt the Programming Policy as presented (Katie McDonald); seconded (Phil Kimball).*
- 2021 Budget: The Board discussed the 2021 budget draft totaling \$110, 389, with lapsing funds of \$1,080. Mary will submit these figures to the Town Administrator.
- The Library will stay in Phase 2 (no inside or direct contact) until further notice.

**Executive Session**

*Motion to convene in Non-Public Session for discussion of personnel [RSA 91-A:311(a)] (Martha Wilson); second (Phil Kimball). Approved, 5-0, via roll call.*

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

**Adjournment**

*Motion to adjourn (Katie McDonald); seconded (Bruce Banks). Approved 5-0, via roll call.*

The meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Katie McDonald