

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

*Due to the State of Emergency quarantine for COVID19 declared by the governor in March, the Board met via Zoom, an internet telemeeting site.*

**Attendance**

Trustees: Martha Wilson (Chair), Sara Anderson, Bruce Banks, Phil Kimball, Katie McDonald  
Staff: Mary Girard (Library Director)

**Minutes of February regular and March special meeting**

*The minutes of the February 10, 2020 regular meeting were reviewed and approved as written. Motion to approve (Bruce Banks); seconded (Phil Kimball). Approved 5-0, via roll call.*

*The minutes of the March 16, 2020 special meeting were reviewed and approved as written. Motion to approve (Phil Kimball); seconded (Sara Anderson). Approved 5-0, via roll call.*

**Treasurer's Report**

The reports for the end of February and the end of March were reviewed and accepted. No payments for the April period have been received from the Town, likely a result of the backups due to the quarantine's disruption of work schedules.

**Director's Report**

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

Mary's goal during this period is to keep the Library accessible. The Zoom application is being used for Storytime and Friday Men's Coffee. Mary is keeping the website updated; the Library is totally online. Mary is in the building occasionally, but is mostly working out of her home. The building is secure. Overdrive and Libby have increased usage. The State Library convened via Web to discuss ongoing issues. Some towns had not already passed their budgets via town meetings, but Dunbarton completed its Town Meeting on March 10 and the Town and Library budgets had passed for 2020.

Mary will inform the two part-time Library staff that they should seek eligibility for relief with the New Hampshire Department of Employment. The Board will discuss staffing at the May meeting.

**Old Business**

Sara had distributed the Memo of Understanding for Mary's 2020 employment year. We will undertake consideration of it at a future in-person meeting.

The NHLTA Spring Conference has been cancelled. There is a plan to conduct new trustees' training in June, which Bruce will try to attend.

**New Business**

None

**Next meeting:** Next regular meeting will be Monday, May 4, 2020, at 6:30 p.m.

**Adjournment**

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

The meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Katie McDonald