

Dunbarton Public Library
Board of Trustees
Monday, July 6, 2020, 4:00 p.m.
Regular Monthly Meeting
DRAFT

Due to the State of Emergency quarantine for COVID19 declared by the governor in March, the Board met via Zoom, an internet tele-meeting site. The Library building remains closed to the public; all programming is online and book/media lending is conducted by reservation and appointment at curbside.

Attendance

Trustees: Martha Wilson (Chair), Sara Anderson, Bruce Banks (joined at 4:30), Phil Kimball, Katie McDonald
Staff: Mary Girard (Library Director)
No calls received from public via telephone.

Minutes of June meeting

The minutes of the June 4 , 2020 regular meeting were reviewed and approved as written. Motion to approve (Phil Kimball); seconded (Sara Anderson). Approved 4-0 via roll call.

Minutes of July 6 meeting

The minutes of the July 6, 2020 regular meeting were reviewed and corrected as follows: “The donation in Nancy Lang’s name will be used toward the purchase of a projector, as requested by Nancy’s mother, the donor.” The Make & Take packets used materials left by Nancy Lang. Approved as corrected. Motion to approve (Phil Kimball); seconded (Martha Wilson). Approved 5-0, via roll call.

Treasurer’s Report

The report was reviewed and accepted.

Some cleaning supplies and PPE may be reimbursable by FEMA. Mary will inquire on procedure at this week’s Joint Loss meeting.

Director’s Report

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

The mother of former Assistant Director Nancy Lang sent a \$200 donation to the Library to use during “these troubling times.” May has been able to use these funds to compile the “Make & Take” activity packets.

Mary has already had the 72-hour book quarantine in place, in step with the Batelle research recommendations.

The children’s programs are not well attended, while the adult programs (meditation, men’s coffee) are. People seem to be weary of computer time.

Old Business

Pandemic Policy Review: Mary's plan is to expand her hours in the building and increase the hours for book returns, via curbside service. She would like to continue Phase 2 (no contact, curbside service) for the immediate future. The Board and Director will consider any changes to this phase at next month's regular meeting.

Mary will add implementation dates to the Phase Plans. The Board endorses continuation of Phase 2, with extended hours.

The draft plans will be attached to the meeting minutes.

Sara will add a draft policy on employee exposure to be considered at the next meeting.

New Business

The Town Hall Restoration Committee has been in contact with an architect to provide some bare-bones building improvements that will provide some Town Hall functions.

Next meeting: Next regular meeting will be Monday, August 3, at 4:00 p.m.

Adjournment

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

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Katie McDonald