

Dunbarton Public Library
Board of Trustees
Monday, June 1, 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; all programming and book/media lending is online.

Attendance

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

Minutes of May meeting

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

Treasurer's Report

The report was reviewed and accepted.

Purchases have slowed, but all payments remain current.

Director's Report

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

Mary added that the CARES Act will provide for hand sanitizer that is being produced by a N.H. distillery, and will be distributed to all libraries.

Reopening Plans

Mary has shared documents that have been developed by a state library task force has been meeting since mid-April. Every library is developing its own reopening plans, and Mary has prepared a pandemic service plan that uses five phases for reopening, as well as a plan/timeline for no-contact returns and no-contact curbside service. All Pandemic Service Plans are being revised daily. The primary goal is to keep libraries and patrons safe. The governor's Stay-At-Home order is in effect through June 15.

All returned materials will be quarantined for 72 hours before they are cleaned by library staff. Mary will be calling in staff for some work that can be done at home or on staggered schedules onsite. We will have to include in our reopening plans considerations for staff re-entry. As it stands now, we will be accepting returned materials on June 10.

We will enter both draft documents as part of this meeting's record and minutes. The Board accepted that these are provisional documents, subject to change and are "working documents."

Mary will keep the Board apprised of emerging trends and changes in plans and news regarding public health conditions and practices.

Martha commended Mary on her communications with the Board, patrons and the public.

Old Business

None

New Business

None

Next meeting: Next regular meeting will be Monday, July 6, at 4:00 p.m. via Zoom.

Adjournment

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

The meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Katie McDonald