

Dunbarton Public Library
Board of Trustees
Monday, May 4, 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, Phil Kimball, Katie McDonald

Absent: Bruce Banks

Staff: Mary Girard (Library Director)

No calls received from public via telephone.

Minutes of April meeting

The minutes of the April 6, 2020 regular meeting were reviewed and approved as written.

Motion to approve (Phil Kimball); seconded (Sara Anderson). Approved 4-0, via roll call.

Treasurer's Report

The report was reviewed and accepted.

We will continue monthly subscription to ZOOM for the indefinite future. The purchase of books has slowed and there have been no payments for programs. The Town's payments have been timely.

Director's Report

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

Mary's "Right Now Plan" is a work in progress. We are likely to remain closed, operating online and offsite until the end of May, at least.

Mary's plan iterates cleaning and protective measures for when the building does open. The reopening plan will likely have different phases after May 31. In-person programs will likely not restart until later in the year and primary concerns will be to protect staff.

Phil suggested that we should begin planning for ongoing thorough cleaning when the building is opened. In addition, returned books will require a 72-hour quarantine and maybe other cleaning protocols. Mary will keep Lisa Cross up to speed regarding operations and will look into how we can plan to increase our cleaning regimen upon re-opening.

New Business

The NHLTA will continue to advise on developments and recommendations for policies and daily operations. Martha attended the Zoom meeting with NHLTA representatives last week. We hope that there will be further clarification on re-opening during the next month.

Martha thanked Mary for her interim reports to the Board of Trustees and for keeping channels of communication with Town representatives open.

Old Business

None

Next meeting: Next regular meeting will be Monday, June 1, at 4:00 p.m. via Zoom tele-meeting.

Adjournment

Motion to adjourn (Katie McDonald); seconded (Sara Anderson). Approved 4-0, via roll call.

The meeting was adjourned at 4:50 p.m.

Respectfully submitted,

Katie McDonald