

Dunbarton Public Library
Board of Trustees
Monday, September 14, 2020, 6:00 p.m.
Regular Monthly Meeting
DRAFT

Although the Governor's Stay At Home advisory for COVID-19 has been lifted, 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 received from public via telephone.

Minutes of August 3 meeting

The minutes of the August 3, 2020 regular meeting were reviewed and corrected to reflect the Next Meeting, Monday, September 14 (not 17). (The meeting time was changed to 6:00 p.m. to adjust for Trustees' schedules.)

Motion to approve as corrected (Phil Kimball); seconded (Bruce Banks). Approved 5-0, via roll call.

Treasurer's Report

The report for the end of August was reviewed and accepted. Mary explained that the income from the town for the 2020 year is \$96,228; however, the Library's budget for the year is \$106,045. The difference is the lapsed funds at the end of 2019 (\$9,817); those funds' availability continued into 2020.

Director's Report

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

Library patrons have adapted well to the outdoor pickups and returns.

New Business

- a. *Phase 3 Reopening*: Mary walked the Board on a virtual tour through the building flow that will work when Phase 3 is operational. The Board expressed concern that the public wash/sanitize hands and maintain social distance. Phase 3 provides for 2 adult patrons to be inside (by appointment). Hours of operation will remain as they have been over the summer, and Mary will stay attuned to patrons' requests.

Bruce was concerned that the Library may need to halt all visitors and he wondered if there were specific numbers of confirmed active cases in the Dunbarton community that may warrant full building closure. We will depend on Mary's judgment to guide our next steps. Mary's projected date for Phase 3 is September 22.

- b. *Face Covering Policy during Phase 3 Reopening Plan*: The Board reviewed and amended the policy requiring face masks during Phase 3 (attached). Curbside pickup and delivery will still be available in the future, if a patron does not wear a mask.

- c. *Upcoming Budget Year:* The New Hampshire Downloadable Books program fees will likely increase for 2021. There has been a 30% increase in Dunbarton's usage this year.

Next meeting: Next regular meeting will be Monday, October 5, at 6:00 p.m., via Zoom.

Adjournment

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

The meeting was adjourned at 7:22 p.m.

Respectfully submitted,

Katie McDonald