

Dunbarton Public Library
Board of Trustees
Monday, June 14, 2021, 6:00 p.m.
Regular Monthly Meeting
DRAFT

Attendance

Trustees: Martha Wilson (Chair), Bruce Banks, Carol Kilmister

Absent: Sara Anderson, Phil Kimball

Staff: Mary Girard (Library Director)

Minutes of February 1, 2021 meeting

The minutes of the May 3, 2021 regular meeting were reviewed, corrected, and approved as corrected. Motion to approve (Bruce Banks); seconded (Carol Kilmister). Approved 3-0, via roll call.

Treasurer's Report

The report was reviewed and accepted. Mary noted that we received two deposits from the Town of \$9,337.18 each since the report was run, bringing us up to date on planned income from the Town of Dunbarton.

Director's Report

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

Mary has been busy preparing the Summer Reading Program and researching and submitting our American Rescue Plan Act (ARPA) subgrant. The State has dropped the quarantine requirement for interlibrary loans, and Mary has followed suit.

New Business

NHLTA Spring Conference: Several Trustees attended the online NHLTA Spring Conference. Sara Anderson reported one workshop was about the Exeter Library remodel project which was organized and well thought out and had consideration for the input from the community.

Old Business

Discussion and Review of Trustee Bylaws: Martha Wilson submitted for review a draft of a revised Library Trustees bylaws. She suggested making the Bylaws and the Library Policy Manual two separate documents, as separate policies have been updated and revised periodically over the years, but the Bylaws appear to not have been updated since 1994. Mary agreed that she would make Library Policies available for view on our website (as well as available in hard copy at the library). A few more revisions were suggested by Carol Kilmister and Bruce Banks, and a draft will be presented at the next meeting for a vote.

Pandemic Service Plan: The state of emergency, first declared on March 13, 2020, and extended every three weeks since then, expired midnight June 13, 2021. Mary Girard submitted for review Phase Three Modified Pandemic Service Plan with 30 minute "in and out" library browsing services with occupancy limit increasing to five, and no-contact pickups continuing curbside. Additional library hours for the period June 22-August 14, 2021 will be added by recalling part time staff on a staggered schedule. This scheduled will be reviewed again in August. Mary

Girard noted that given our youngest population, which is a target audience for our popular summer reading program, is still ineligible for Covid 19 vaccination, masks will still be required indoors and recommended for outdoor programs.

Latest on ARPA Funds: American Rescue Plan Act (ARPA) subgrant submission was due this week. Mary Girard has acquired an outdoor “sandwich board” sign to advertise library programming. Mary noted 11 houses were built in town during the pandemic, and the sign is another way to get the word out about library offerings to our growing town population. Mary also submitted for grant monies to purchase 10 Launchpads, which are tablets pre-loaded with a mix of interactive science, technology, engineering, art, and math-based games. Mary also acquired a rolling cart for easier access to emerging reader books in the children’s area.

Town Hall Restoration: The Board discussed further information received from the Dunbarton Town Hall Restoration Committee and questions still remaining about how the proposed restoration will impact library operations. Mary will attend the DTHRC meeting June 23, 2021 for updates and to discuss our questions.

Next meeting: Next regular meeting will be Monday, July 19, 2021, at 6:00 p.m.

Adjournment

Motion to adjourn (Carol Kilmister); seconded (Bruce Banks). Approved 3-0, via roll call.

The meeting was adjourned at 7:57 p.m.

Respectfully submitted,

Martha Wilson