

Board of Trustees Sanbornton Public Library

January 19, 2021 Minutes

Attendees: David Adams, Donna Schimming, Paula Grassie, Carol Raymond, Grita Olmstead, Marcia Haigh

Meeting called to order at 6:00 pm via virtual meeting format

Secretary Report:

Motion to accept, seconded and passed.

Treasurer Report:

Grita deposited our second town disbursement money into the checking account.

Motion to accept, seconded and passed.

Building Report:

Some of the roofing bids did not include 1/2" layer base for new shingles. Dave wants to include this in the contract. Nate planning to take his bid to the Selectman, Dave will contact him prior to next meeting to make sure the verbiage is correct and presented in the correct format.

Nate plans to have the bid process open longer; making it easier for local contractors to submit a bid. Prices of materials have gone up since last year.

Programs and Events:

Figure-It-Out Club and Chess Club

Chess Coach Mike has agreed to give a Zoom meeting to the kids, while continuing to give us tips to send to them.

Old Business:

Continue curbside procedures. Staff would like to extend BOT thanks for the consideration of keeping the library staff and patrons healthy during COVID. The patrons appreciate the consistency of curbside service. Browsing is still an issue because of COVID, as well as access to computers.

IRS has delayed the beginning filing date to Feb. 12; patrons won't need to print out any forms until the date gets closer. With this delay, a surge-based response by patrons could be better managed by scheduling 30-minute appointments.

There is a delay in filing 1040 e-files for several weeks because of the additional stimulus checks recently sent out. The IRS has to re-do all forms, including online forms, and send the info to tax preparers. Because confidentiality is a concern when printing out patrons' forms, patrons will determine whether they or staff print them out.

Inter-Library Loan:

Slowing because of quarantine and holidays. We adjusted our pick up times for this. Many libraries had started opening up, or have reverted to curbside or returning to being outright closed. Anticipating quarantine will lose staff in larger libraries. Larger libraries have created 'teams': if one team is exposed, the other team will take over.

Remote workload for our staff was a struggle to come up with; possibly with different skill sets, more online work may become possible. Dave feels Marcia is doing a great job and wishes we could do more to show appreciation.

Staffing Updates:

Our staffer who was on extended FMLA started back part-time, working back into a routine. Other staffing hours were discussed. Marcia is taking several vacation hours later this week. A staffer had to quarantine because of possible exposure outside of work. They did not test positive.

New Business:

Paula will be filing for one open Trustee position.

All DVD's in book sale area were boxed up and a patron offered to take them to Laconia Public Library to supplement their collection.

Other business:

Public Hearing for Budget Committee, 7:00 Feb 2nd.

Library Budget recommended for approval with no questions from the Select Board. We received a unanimous approval, and they were very positive in their comments.

Other Business:

Marcia suggested a garden committee be formed. This could help bring in other community members as well.

Carol: last year watering became an issue. She was stopping by every morning to water.

Nameplates for plants will be discussed, as well as an automatic sprinkler, mulch, etc. using monies from the Donation account.

Donna volunteered to assist Carol with the gardening, and a gardening committee will be formed with interested community members. Chris Hobby, Ana Gourlay, and Diane Herbert might be interested, as well as a local master gardener volunteer.

Excavation in parking lot needs to be done to fix drain hole.

Adjourned at 6:46