

Sanbornton Public Library Board of Trustees

April 20, 2021 at 6 p.m.

Due to the precautions set by the Governor of New Hampshire on public gatherings, the Board of Trustees of the Sanbornton Public Library had their monthly Board of Trustees meeting virtually on April 20, 2021. In attendance: Marcia Haigh, Grita Olmstead, Carol Raymond, Ana Gourlay and Chris Hobby.

1. Call to Order 6:03 pm

Carol made a motion to seat Chris Hobby and Ana Gourlay (both alternates) to create a quorum. Grita seconded. Ana was asked to take the minutes.

2. Secretary's Report

Chris made a motion to approve previous minutes from March 16, 2021 meeting. Grita seconded. Motion passed.

3. Treasurer's Report

Main account total reported as \$42,464.93. Ana asked if there were any unusual expenses this past month. Marcia reported that as per the suggestion of the trustees an air purifier was purchased for the second floor of the library and a sneeze guard was added to the circulation desk. Additional expenses for this time of year also include the elevator inspection and purchases made to prepare for the Summer reading program. Ana made a motion to accept the treasurer's report. Chris seconded. Motion passed.

4. Building Report

- a. Roofing update: The town is accepting bids until the end of April. It is believed that two bids have already been submitted. The hope is to have the projected completed this fiscal year.
- b. Marcia reported a thermostat failure. Nate may be able to fix it.
- c. The Norway spruce tree between the library and the church was removed on Monday noted as a positive, proactive decision made by the town.
- d. Large dip in the parking lot is a safety hazard concern. The town has been made aware of the issue and the highway department will address the repairs.

5. Programs and events

- a. Story time via Zoom Fridays at 10:30 am. Includes weekly Make & Take craft bag pickups.
- b. Book Group will meet via Zoom on May 12th at 7pm to discuss *Hamnet*.
- c. Summer Reading Program planning is underway. The program will begin Wednesday, June 23rd at 10:00 am (rain date Thursday, June 24th). The outdoor, socially-distanced event will be a presentation by Squam Lake Science Center.

6. Old Business

- a. Curbside pickup; discussion of phased re-opening during public health emergency.
 - Review of State's COVID-19 case numbers and recommendations. Discussion of COVID-19 risk mitigation for the staff and library patrons. Three trustees have conducted "test browse" walk-throughs of the library to assess traffic flow, social-distancing pinch points, and pandemic protocols. Carol made a motion that the next stage of service be one individual visitor admission into the library at a time by appointment only. Grita seconded. Motion passed.
 - Curbside hours:
Tues. and Friday 10-5; Wednesday and Thursday 1-7; Saturday 10-2
- b. Inter-library loan services continues.

- c. Pollinator garden update: Soil test results came back as good with possible need for additional potassium amendment. The Master Gardeners have secured a grant to help pay for the pollinator garden project. Chris has been working to find a plumber to install a hose spigot. Carol made a motion to approve up to \$500 be used from the donations fund to pay for the plumber. Grita seconded. Motion passed.

7. New Business

- a. Custodial services: Twin Rivers Cleaning service has provided an estimate for once a week cleaning. Chris made a motion to secure the company's services pending a review of their references. Grita seconded. Motion passed.
- b. Outdoor programs – picnic tables, chairs, COVID-19 protocols to be discussed at May meeting.
- c. The Sanbornton Conservation Commission has again provided a Squam Lake Science Center pass. The library expects that the pass will be available by Memorial Day. Note: The science center does require appointments for admission. In order to register for an appointment using the pass from the library, visitors would need to call the Squam Lake Science Center to make an appointment as online registration requires payment.

8. Other Business

- a. Annual Town Meeting is scheduled for Saturday, May 15th in the field. The library will be closed to allow staff to attend the meeting.
- b. Other business – Marcia reported that there is possible grant money available to the library from the American Rescue Plan Act (ARPA). Carol made a motion to have the library get more information about the grant. Grita seconded. Motion passed.

9. Adjournment: 8:10 pm Next meeting ~ May 18, 2021; 6 p.m.