

# Sanbornton Public Library Board of Trustees

**May 18, 2021**

The Board of Trustees of the Sanbornton Public Library held their monthly Board of Trustees meeting on May 18, 2021. In Attendance: Marcia Haigh, Carol Raymond, Ana Gourlay, Chris Hobby (via Zoom)

1. Call to Order 6:07 pm

Carol seated the two alternate trustees, Ana Gourlay and Chris Hobby.

2. Secretary's Report

Carol motioned to accept the previous minutes from April 20, 2021 Chris seconded. Motion passed.

Carol motioned to accept the previous minutes from May 4, 2021 Ana seconded. Motion passed.

3. Treasurer's Report was tabled until next meeting as not everyone had had a chance to view it.

4. Building Report

Roofing contract approved by Select Board May 12, 2021. A sample of the shingles has been taken in order to match the color. Eversource has covered the cables to the library building. The plan is to have the roofing done on a Monday when the library is closed. The project is estimated to take one day. No date currently scheduled. The lightening rod will be repaired the following Saturday.

5. Programs and events

- a. Story time via Zoom Fridays at 10:30 am. Includes weekly Make & Take craft bag pickups.
- b. Book Group meets via Zoom on June 23 at 7pm to discuss *The Tea Girl of Hummingbird Lane*.
- c. Summer Reading Program planning is underway; begins June 23rd with a presentation by Squam Lakes Natural Science Center. The program will be held outdoors with social distancing. The speaker requires mask use and a COVID questionnaire check for each attendee. Attendees are asked to bring their own chair or blanket.
- d. Passes:
  - Squam Lake Science Center- The Sanbornton Conservation Committee has purchased a pass. Marcia is hopeful that the pass will be available to library patrons by Memorial Day.
  - Wright Museum- A pass was again generously donated by the Olmstead's. The pass has been ordered but not yet received.
  - Castle in the Clouds- A pass has been ordered and will hopefully arrive before Memorial Day
  - Seacoast Science Center- Marcia suggested the Seacoast Science Center may be an appropriate addition to this year's collection of passes as many of the offerings are outside. Chris made a motion to approve the purchase of a pass to the Seacoast Science Center. Carol seconded. Motion passed.

6. Old Business

- a. Curbside pickup; discussion of phased re-opening during public health emergency.
  - i. Review of State's COVID-19 numbers and "Best Practices" recommendations
  - ii. Curbside hours and Browsing-by-Appointment:

Tues. and Friday 10-5; Wednesday and Thursday 1-7; Saturday 10-2

Inside browsing by appointment is going well. Demand for curbside is still high and may continue for sometime. If COVID numbers continue to decrease, it may be possible to increase

the number of people permitted into the library building to 5 people on June 2<sup>nd</sup> with COVID protocols requiring mask wearing, hand sanitizing and social-distancing. Access to the children's room may be limited on Friday mornings to allow Jesse to continue to conduct Zoom story time. Carol made a motion to purchase an air purifier that could be used in the children's room. Chris seconded. Motion passed. Carol noted that the library page position is unfilled, but could be filled when staffing and training time permits.

- b. Inter-library loan services continue.
- c. Pollinator garden update- Water spigot has been installed. Children's garden planting June 2<sup>nd</sup>

7. New Business

- a. Outdoor programs – Summer reading programs will be held outdoors on Wednesdays at 10 am. The program begins June 23<sup>rd</sup> with the Squam Lakes Natural Science Center presentation.
- b. Indoor small groups – request from Recreation Director regarding yoga in the Woodman Room. As capacity in the library is still limited due to COVID protocols and the Woodman Room is housing the furniture that has been moved from other parts of the library to create the space necessary for social distancing, the Trustees recommended that the library not host indoor group activities at this time.

8. Other Business

- a. Interviews for Assistant Director/Adult Services Librarian position. Zoom interviews will be conducted by Marcia on Wednesday, May 19, 2021. Advancing candidates will be invited for a second, in-person interview at the library with Marcia and, hopefully, two trustees. In-person interviews will be scheduled for Monday, May 24<sup>th</sup>.
- b. Separation benefits. Carol made a motion to approve per library policy the payment for all remaining vacation time and half of the accrued sick time at the current hourly rate of pay to Martha Bodwell an employee in good standing. Ana seconded. Motion passed.

9. Adjournment: 7:53 pm

Next meeting ~ June 15, 2021; 6 p.m.