

Sanbornton Public Library  
Board of Trustees

July 21, 2020

Board of Trustees Minutes by Secretary Donna Schimming

Marcia, Chris, Carol, Dave, Donna; Grita late.

Meeting called to order at 5:55 pm. Motion to accept minutes from last meeting and passed.

Balance of monies from FY20 returned to town in the amount of \$5244.80 - unspent funds.

Library Page position not filled for half of the year, as well as electric bills and other expenses less than usual due to closure from Covid-19.

Carol stated it was a good to return money from the library and still able to retain employees at full capacity.

Treasurers Report: SPL received the first disbursal from the town monies for FY21. The current operating balance at \$79,326,15; motion to accept was seconded and passed.

Building Report: Dave reviewed and signed off on the RFP for the town and contractors. The Town Administrator (TA) to take the Roofing request to the Select Board this Wednesday. The TA will post it for bidding consideration to contractors with an August 22nd deadline for submitting bids.

Director's Report:

Curbside book check out continuing, the patrons are becoming used to this procedure. Just today there were 15 check outs. Marcia made some adjustments for browsing, and more requests for materials were taken. She set up a new email account for taking requests for curbside pick up and to contact staff in general. Requests can be seen in and out of library by staff and responded to.

Marcia contacted the Loon Preservation Society to discuss the possibility of having them utilize Zoom. Currently they do not, but are willing to try. Unfortunately the original night for the LPS is no longer available and is cancelled for now.

The Wild About Turtles Program has also been cancelled due to the exposure and inability to have social distancing that is not manageable.

A few libraries are trying by open by appointment: Franklin has a 15 minute appointment; with no access to pc's, or the bathroom. They are requiring masks and hand sanitizer upon entry.

Summer reading program is occurring with about 38 patrons participating.

Old Business:

Curbside is going well.

Phased in services due to two staff members out on leave. SPL will continue with pandemic procedures for the next month and reassess in/out status at the August BOT meeting on the 18th.

If staffing level is better by end of August; we will look towards a small phased in re-opening. Issues will need to be worked out before school reopens.

A few patrons (3) requested access to the library because they miss 'the browsing'. Marcia suggested that there might be a way if this was done by appointment and only at end of the day. So any lingering virus would settle overnight before the staff returns. Then engage in cleaning protocol to prepare for the next day. There be a limited number of people - one - due to only one staff member being available. This also limits any socializing. If implemented, the browsing would be limited to downstairs only.

Motion to keep no visitors until reassessed in August; motion passed.

Chris asked about 'printing' from outside the library. There is a way for patrons to utilize the wifi, and Marcia stated they can always email Library staff who could print their requests out and provide it to them. SPL wifi is available outside for patrons' use.

New Business: Marcia stated that the Old Home Day (OHD) Parade is to be held August 15; through the square at 10:00 am. People could then picnic in the field after. Motion was made to have the library closed on OHD; no curbside checkouts available. Marcia to post no curbside pick up on this OHD.

Grita joined the meeting from the OHD committee and stated that the OHD was officially now cancelled.

A motion to rescind the motion for the library to be closed on Old Home Day August 15th was proposed and seconded. The SPL will be open for curbside service.

No voting day bake sales will be held in Sanbornton for fundraisers at the primary or in November. We may possibly do a book sale outside in front to the library. There may be a way to use the front door entrance with door locked. No bathroom access. Marcia will let Paula know about interest in a Book Sale.

Marcia stated we have a reasonable budget this FY; likely to have some unexpected COVID purchases; but other expenses were anticipated. We will have lower fundraising monies since there is greater needs for utilities and food for community members.

Adjourned at 6:57 pm.