

# Sanbornton Public Library Board of Trustees

## Agenda for March 17, 2020 at 6 p.m.

1. Call to Order; Elect Officers
2. Secretary's Report  
*Previous minutes February 18, 2020*
3. Treasurer's Report
4. Building Report
  - a. Water Softener was installed on March 9<sup>th</sup> to replace the old softener that failed.
  - b. David repaired the magnetic door closer to the upstairs room.
5. Director's Report
  - a. The Annual report to New Hampshire State Library was submitted March 5<sup>th</sup>
  - b. COVID-19 Virus: Discuss with staff procedures for cleaning and wiping surfaces to stay healthy and reduce exposure to our patrons. Prepared a draft policy for balancing the need to continue to provide library services to the community while reducing health threats for staff and patrons.
  - c. Cross training for payroll and interlibrary loan procedures is underway.
  - d. Town voting resulted in the election of David Adams and Grita Olmstead to the Board of Trustees. I extended an invite to the other candidate to join us at Trustee meetings. The library budget request was accepted at town meeting on March 11<sup>th</sup>. The funds to shingle the old portion of the roof was also approved by the voters.
  - e. The third grade reading challenge built a snowman and resulted in 2040 minutes of reading.
  - f. The Leap Year Magic Show was a huge success, with giggles heard throughout the library.
6. Upcoming programs and events
  - g. Weekly programs: Fiber Arts; Artists; and Story time is every Friday morning at 10 a.m.
  - h. Yoga, offered through the Recreation Department, Thurs. at 6 p.m. and Friday at 11:15 a.m.
  - c. Book Club will discuss *The Book That Matters Most* by Ann Hood on March 4th at 7 p.m.
  - d. Monthly After-School Program Library visit the first Wednesday of each month.
  - f. Social Hour continues the first Tuesday of each month at 1 p.m.
7. Old Business
  - a. FY2021 Budget: Recommended for approval by Budget Committee and Select Board
  - b. New logo project development
  - c. Library Page position open
  - d. Repaint library sign with proceeds from March 10th Bake Sale -\$275 raised (total is now \$841 and the painting estimate is \$888)
8. New Business & Other Business
  - a. Community Health Concern and Pandemic Policy
  - b. Update on 2020 U.S. Census
9. Adjournment

Next meeting ~ April 21, 2020; 6 p.m. at the Library.