

New Durham Public Library Trustees' Meeting
August 4, 2020 7:00 pm
New Durham Public Library
Virtual Meeting

Members Present Remotely via Zoom: William Meyer, Richard Leonard, Patrice Mitchell, Lee Newman (arrived at 7:16 pm)

Others Present Remotely: Cathy Allyn, Library Director, from 2 Old Bay Road

Call to Order/Agenda Review: Chairperson William Meyer called the meeting to order at 7:03 pm. Members indicated where they were located: William Meyer, alone at his home at 51 Main St.; Richard Leonard, alone at his home at 51 Miller Rd., Patrice Mitchell alone at her home at 162 Merrymeeting Lake Rd., and Lee Newman alone at his home at 206A Birch Hill Rd (verified after joining the meeting). Due to the Governor's Executive Order #12, the Board is authorized to meet electronically. Public access provided via Zoom and telephone.

Public Input: None

Approval of Minutes: July 7, 2020

Motion by Patrice Mitchell to approve the minutes of July 7, 2020, as written; second by Rich Leonard. A roll call vote was taken. Meyer – aye, Leonard – aye, Mitchell – aye. The motion carried unanimously.

Financial Report: Mr. Leonard, Treasurer.

Mr. Leonard reported he was at the library today and had caught up on everything. He included a Year-to-Date report on the Operating Account in his report. The balance is \$19,451 and includes the \$3,000 CARES grant, insurance money from the flood, and monies from the library Technology ETF. The balance of the Trustees' account is \$10, 947. There were no questions.

Motion by Chair Meyer to approve the financial report; second by Ms. Mitchell. A roll call vote was taken. Meyer – aye, Leonard – aye, Mitchell – aye. The motion carried unanimously.

Board members have signified review and approval of the invoice register by email reply.

Director's Report and Informational Items: Library Director Cathy Allyn.

for month of July 2020

Porch pick-up service is running smoothly.

Rich and I attended the CIP meeting remotely; surprised to learn that all of the necessary legal work regarding the land swap is not yet completed. The upshot of the town-wide

Facilities Plan is simply that the library should have 5,000 square feet, almost double what it has now. My CIP report is attached.

Summer Reading Program went very well. Several registered children never submitted reading times, but those who participated read an outstanding amount. The dog display looks fantastic.

The outdoor storytelling and book give-away event, made possible by a grant from the Children's Literacy Foundation, was great, especially considering that it was held on one of the hottest days of the season. We nestled attendees in the shade on the New Durham School athletic grounds, sprayed the ground with chalk to maintain social distancing, and had hand sanitizer at all of the book tables. Everyone came in a mask and was respectful. After vacillating about holding the event, I was glad I decided to follow through with it, and so was the school district administration.

Left a message for Santoro again, as preliminaries for the propane furnace installation were to have taken place mid-July and there has been no movement. Received a call back indicating we are on the list.

We have reverted to a monthly e-newsletter.

Webinars and video conferences have slowed down.

Publicity has gone out regarding making appointments for computer time.

I have started work on the budget. I requested the first two quarter reports from Town Hall.

Policy Reading – Risk Assumption

Motion by Mr. Leonard to adopt the Risk Assumption Policy, as written, pending approval of Town Counsel; second by Lee Newman. A roll call vote was taken. Meyer – aye, Leonard – aye, Mitchell – aye, Newman - aye. The motion carried unanimously.

Schedule Next Meeting:

The Board scheduled its next virtual meeting for Tuesday, September 1, 2020.

Adjournment:

Motion by Mr. Newman at 7:30 p.m. to adjourn; second by Mr. Leonard. A roll call vote was taken. Meyer – aye, Leonard – aye, Mitchell – aye, Newman - aye. The motion carried unanimously.

Respectfully submitted,
Cathy L. Allyn