

Library Trustee Meeting
Tuesday, May 12, 6:00PM
Meeting via Zoom

Trustees Present: Ann Butler, Ginny Lovett, Sarah Johnson, Jonathan James, Betty Strader, Lisa Garcia, Paul Eldridge

Others Present: Erin Apostolos (director), Matthew Gunby (head of circulation), Paula Wanzer (trustee alternate), Maggie Croes (trustee alternate), Pam Coburn

Church members: Steve Neal, Wayne Howard, Luke Chacoin, Dan Ellis, Bud

Meeting called to order at: 6:01 PM

- I. Church presentation.
 - a. Boundary line adjustment
 - b. Handicapped space
 - c. Will try to get on agenda for Select Board and Planning Board.
 - d. Temporary egress separate consideration.
- II. Secretary's Report-approve minutes of April 14 & 21, 2020. **Motion to approve minutes as written for April 14 made by Sarah Johnson, seconded by Jonathan James. Motion carries. Motion to approve minutes as written for April 21 as written made by Sarah Johnson, seconded by Jonathan James. Motion carries.**
- III. Treasurer's Report
- IV. Library Director's Report
 - a. Interview on curbside pickup.
- V. Old Business
 - a. Building Subcommittee Report
 - a.i. Fundraising for Veteran's Walk: tabled at this time.
 - a.ii. Storm water drainage maintenance: tabled at this time.
 - a.iii. Church Easement Update: Erin Apostolos will submit boundary line map to Select Board for their next meeting. Trustee decision will be dependent on costs associated. **Lisa Garcia makes motion to submit boundary line issues with trustees' recommendation subject to determining budgetary impact to the Select Board, seconded by Paul Eldridge. Motion carries.**
 - a.iv. Price Property Update: Milestone has three to four weeks of work ready prior to the Price Property being available. Currently the town's attorney is not in direct contact with the trustees. Request has been made to contact attorney directly. Costs associated with either starting and stopping or if project is continued into winter. Paul Eldridge and Ann Butler will reach out to Price family. Pam Coburn will speak with contact at DES.
 - a.v. Bond Update: Approval takes place May 19, funds available in August.
 - a.vi. Milestone Contract and budget. \$30,000 invoice from Milestone. Very difficult to move forward with any other phase of the process prior to the Price property being resolved.
 - b. Homebound Delivery Policy-Erin *requires trustee vote*

- b.i. **Homebound policy:** Question of liability to be discussed with town insurance. Memorandum of understanding with Altrusa? Tabled at this time.
- b.ii. *Should we allow Homebound Delivery service now?*
 - b.ii.1. Currently not have Altrusa deliver books. Either trustees or staff will handle in the interim.
- b.iii. *Tabled to June?-Meeting with Steve Aiken*
- b.iv. *Investment Policy-Tabled to June*

VI. New Business

- a. Library Director Review: Lisa Garcia will host meeting, Ann Butler will send out review forms.
- b. Trustee Self-Evaluations
- c. Long Range Plan Approval **requires trustee vote:** tabled until June, it can be brought back to the staff on Friday.
- d. Friends update: maintaining smaller garden this year.
- e. Perpetual Calendar

May

- NHLTA Conference (cancelled)
- Receive monies from Trustee of the Trust Funds
- Discuss Library Director Review
- Reserve Altrusa Sign for Library Card Challenge Sep 1-30
- Trustee Self-Evaluation Due w/Discussion

June

- Library Director Performance Evaluation due
- Library Building Anniversary June 17, 1901
- Quarterly review of library building preservation and Maintenance Issues
- Trustee Evaluations by staff and director
- Review of Current Investments

VII. Other Business: Determine if special meeting is required following May 18 Select Board meeting.

VIII. Read over motions and actions

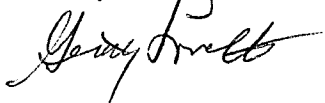
IX. Adjournment—Next regular meeting: Tuesday, June 9, 6:00PM, 2020

- a. Meeting adjourned at 7:40.

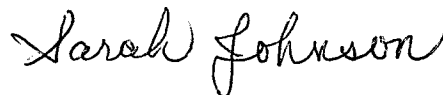
Ann Butler



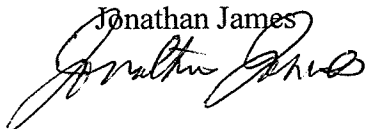
Ginny Lovett



Sarah Johnson



Jonathan James



Betty Strader



Lisa Garcia



Paul Eldridge

