

**Library Memorial Library
Board of Trustees Meeting
June 17, 2020
7:00 PM
Minutes**

Electronic Meeting by teleconference

As Chairman of the Lane Memorial Library Board of Trustees I have determined that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, that to properly ensure the safety of the public this body is authorized to meet electronically. Please note there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming we are utilizing a teleconference service for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public may join this electronic meeting by calling 1-646-876-9923 and using the meeting ID: 876 0238 6354 and the password: 387577. If anybody has a problem, please call 603-772-6606.

A. Call to Order The meeting called to order at 7:05pm by Bob Lamothe.

B. Attendance In attendance were Director Amanda Reynolds Cooper; Assistant Director Stacy Mazur, Chair Bob Lamothe; Trustees Chris Hendry, Liz Keroack, Brian Abasciano, and Secretary Theresa Evans.

C. Officer's Report

- a) Secretary – Approved minutes from 5/20/20: A motion was made by Chris and seconded by Theresa to approve minutes. Hendry, yes. Keroack, abstain. Abasciano, yes. Evans, yes. Lamothe, yes. The motion passed.
- b) Chairperson - nothing to report
- c) Treasurer - The report for May were reviewed. Updated verbally by Director.

D. Reports

- a) Director's report and b) Monthly Spending were received and discussed.
- c) Assistant Director / Teen Services: The report was reviewed.
- d) Public Services: The report was reviewed.
- e) Children's Services: The report was reviewed.
- f) Technical Services: The report was reviewed.

E. Old Business

- a) **Building:** Coronavirus response
 - i) Phase C – Opening in conjunction with Town Hall
Consideration of timed entries (capacity for adult space is technically 47 but too high) staff have considered a limit of 16 or so people. Although no time limit, there are no seats to linger. Are we still aligning with Town Hall, who is waiting for addition of plexiglass? The Town Hall has been functioning well without "opening" and may not have the same urgency. Town Inspector is actively working on contractors for installation. Thankfully, Park N' Pickup has provided the access to patrons to return to use of books.

Trustees discussed a plan to have library open, irrespective of opening of Town Hall, once the plexiglass has been installed. Motion made by Chris, second Brian. Hendry, yes. Keroack, yes. Abasciano, yes. Evans, no. Lamothe, yes. The motion passed.

- ii) Mask requirement: Brian motions to continue to require patrons wear masks while in building, as recommended by State, and Liz seconded with the understanding that this will be re-evaluated at July meeting. Hendry, yes. Keroack, yes. Abasciano, yes. Evans, yes. Lamothe, yes. The motion passed.
- iii) Setting co-vid maximum occupancy. Recommendations based on building capacity is high (e.g.47 upstairs, 28 downstairs) and the staff are seeking to determine a reasonable limit number. Amanda is recommending 16 at a time upstairs, 8 downstairs. Bob feels that number is low. Sixteen was a number determined because there are 15 stack aisles and the Teen room. Motion to begin with opening 16 upstairs and 8 downstairs and can be revisited at next meeting. Made by Liz and seconded by Chris. Hendry, yes. Keroack, yes. Abasciano, yes. Evans, yes. Lamothe, yes. The motion passed.

F. New Business

- a) Policy: Social Media Policy that has been created by Stacy using various library's and other towns' language reviewed. Discussion ensued regarding "policing" comments within feed for inappropriate responses, words. The words "hateful" and "offensive" were considered for striking with ongoing conversation about the meaning of words and people's First Amendment Rights. Further discussion next month.
- b) Personnel: Director's Evaluation- not reviewed tonight
- c) Other
 - (i) Election of officers: Current positions remain without change. The motion to continue with our current positions was made by Brian and seconded by Liz. Hendry, yes. Keroack, yes. Abasciano, yes. Evans, yes. Lamothe, yes. The motion passed.
 - (ii) Appointment to Committees: Building -Chris and Theresa, and Personnel- Liz and Bob
 - (iii) Recommendation of Alternates Sheila will continue this coming term. Consider others (have had 3 in past) Deb Knowlton will be asked.

G. Summary of Decisions Made: Trustees accepted May minutes. There was a decision to open library after plexiglass has been installed. The decision was made to set occupancy limits and continue with current mask policy.

H. Next Meeting- Wednesday July 15, 2020

I. Adjournment: A Motion was made by Liz and second Chris to adjourn at 8:58PM. Hendry, yes. Keroack, yes. Abasciano, yes. Evans, yes. Lamothe, yes. The motion passed.