

**Library Memorial Library  
Board of Trustees Meeting  
September 16, 2020  
7:00 PM  
REVISED Minutes**

**Electronic Meeting by teleconference**

As Chairperson 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: 869 4211 3715 and the passcode: 965032. 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; Chair Bob Lamothe; Treasurer Chris Hendry; Vice Chair Liz Keroack; Secretary Theresa Evans; Trustee Brian Abasciano; and Alternate Sheila Ewell.

**C. Officer's Report**

- a) Secretary: Approved minutes from 8/12/20. A motion was made by Liz and seconded by Chris to approve minutes. Voting: Hendry, yes; Keroack, yes; Evans, yes; Lamothe, yes; Abasciano, abstained. The motion passed.
- b) Chairperson: Nothing to report.
- c) Treasurer: Nothing to report, but Director will send prior to next meeting.

**D. Reports**

- a) Director report: Nothing to report as Director was on vacation.
- b) Monthly Spending: Nothing to report; however, Director will send prior to next meeting.
- 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) Mask requirement
  - (ii) Library Maximum Occupancy: Brian motioned to maintain coronavirus response practices as they currently stand and was seconded by Chris. Voting: Hendry, yes; Keroack, yes; Evans, yes; Abasciano, yes; Lamothe, yes. All in favor.

## **F. New Business**

- a) **Policy:** Unattended Minors Policy update: During the time of COVID restrictions of unattended minors was reviewed and policy temporarily adjusted to reflect that children 8<sup>th</sup> grade and younger must be accompanied by an adult. Liz motioned for policy and Brian seconded. Voting: Hendry, yes; Keroack, yes; Evans, yes; Abasciano, yes; Lamothe, yes. All in favor.
- b) **Personnel:** Acknowledgement of Children's Services Assistant Librarian Wendy Rega
  - (i) Motion made to enter Non-public session made by Liz and seconded by Theresa. Voting: Hendry, yes; Keroack, yes; Evans, yes; Abasciano, yes; Lamothe, yes. All in favor.
  - (ii) Motion made to return to public session made by Theresa and seconded Brian Voting: Hendry, yes; Keroack, yes; Evans, yes; Abasciano yes; Lamothe, yes. All in favor.

## **G. Donations**

- a) Friends \$3,596.71 in support of Summer Reading program: Theresa moved to accept donations from Friends of Lane Memorial Library and was seconded by Chris. Voting: Hendry, yes; Keroack, yes; Evans, yes; Abasciano, yes; Lamothe, yes. All in favor.

## **H. Summary of Decisions Made**

- Motion made to approve Minutes
- Motion made to continue current Mask/Capacity Coronavirus policy
- Motion made to approve the Unattended Minor policy as adjusted to reflect age changes
- Motion made to enter Nonpublic session to discuss acknowledgement of work Children's Services Assistant Librarian beyond her standard duties
- Motion made to Leave non-public session
- Motion made to accept \$3,596.71 from the Friends

## **I. Next Meeting:** October 21, 2021

- J. Adjournment:** A motion was made Liz and seconded by Chris to adjourn the meeting at 7:42pm, with all in favor.