

**Library Memorial Library
Board of Trustees Meeting
April 21, 2021
7:00 PM
Agenda**

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 **646-558-8656** and using the meeting ID: **792 2357 0983** and the passcode: **794248**. If anybody has a problem, please call **603-772-6606**.

A. Call to Order

B. Attendance

C. Acceptance of donations

Dean Merrill / Tobey and Merrill Insurance \$1,000 to assist with tent rental

D. Officer's Report

- a) Secretary - Approve minutes from 3/17/21
- b) Chairperson
- c) Treasurer

E. Reports

- a) Director
- b) Monthly Spending
- c) Assistant Director / Teen Services
- d) Public Services
- e) Children's Services
- f) Technical Services

F. Old Business

- a) Building
 - (i) Coronavirus response: Mask requirement
 - (ii) Strategic Plan update
- b) Financial – 2020 Encumbrance update
- c) Staff – Director's evaluation
- d) Other

G. New Business

- a) Board administration
 - (i) Board vacancy
 - (ii) Recommendation of Alternates
 - (iii) Board meeting day and time
 - (iv) Bylaws – resignations
- b) Policy – Library General Policies, Trustee duties throughout
- c) Other

H. Friends Report

I. Summary of Decisions Made

J. Next Meeting- May 19, 2021

K. Adjournment