

MOULTONBOROUGH PUBLIC LIBRARY
Board of Trustees Meeting
December 17, 2020 at 9:10am
Virtual meeting via Zoom

PRESENT

Jane Harrington, Chair; Sally Bartlett, Vice Chair; Jeannie Lacey, Secretary; Sherry Wakefield, Treasurer; John Buckley, Jack Weekes, Nancy Cole, Peter Olsen, Deb Hoadley, Library Director; Jorge Dominguez, Public

APPROVAL OF THE AGENDA-Addition per Sally

1. Propose to move Public Input and Friends of Library to end of agenda in case people have to leave early and we need time to discuss Old Business and New Business.

Approved by Sally, second by Sherry. Unanimously approved via roll call vote.

REVIEW AND APPROVAL OF THE NOVEMBER 19, 2020 MINUTES- Approved by John, second by Jack. Unanimously approved via roll call vote.

TREASURER'S REPORT-Sherry Wakefield- Jeannie motioned to officially vote to establish Sherry Wakefield as the Treasurer. Peter second. Unanimously approved via roll call. Sherry rolled over the two CDs set to expire. She set up a new page with donations from November. Trustees accepted donations. All reports balanced. Approved by Jeannie, Second by Jack. Unanimously approved via roll call vote.

LIBRARY DIRECTOR'S REPORT- Deb Hoadley-Deb submitted a complete report via email a couple days before the meeting to be filed with minutes. Inside building maintenance discussed. Dennis Emerton is a subcontractor to the library. He was hired for 15 hours per week, but Deb is finding that he is not always needed for 15 hours. We are trying to establish what part of the library is part of the town's maintenance and what part is the library's operating funds. . Deb will meet with someone in January to see if he can work "on call" as needed to do miscellaneous jobs around the library which are not part of the town's responsibility. Building outside is all lit up and the Virtual Tree lighting was on Facebook on 12/8. Deb and Sharon have been spending a lot of time on the Santa Fund with the help of the Food pantry, Women's Club, Lion's Club, and the Methodist church and the

school. Library is working with the Rec Dept. with Merry and Bright Drive Thru on Friday 12/18 from 6-7:30pm.

COMMITTEE REPORTS

LANDSCAPING- Nancy - Christmas wreaths were hung with care.

OLD BUSINESS

1. Selectman/ABC budget meeting update- Deb presented the Library Warrant on 12/4 to BOS and members of ABC with Jack. All set. Will be submitting recommendation letter for Capital Reserve Fund and Technology Reserve Fund.
2. Library hours. Will not be changing the hours due to Covid-19. Will revisit in May to possibly start opening at 9:00am instead of 10:00am.
3. Personnel Manual Update. Too much going on now. Will revisit in January.
4. COVID 19- People still using porch pick up. More people coming in to use internet.

NEW BUSINESS

1. New Hire- Substitute Library assistant was hired. Diana Hart, who has library experience, will be starting on 12/29. She has already completed her training and the staff is happy to have her available when needed.

PUBLIC INPUT- Jorge praised Deb for all she is doing since she started. He suggested that her report be available to public. She said she could include it on the website and that it is always available in a binder at the library. Sally stated that it is read during the Friends of the Library meetings, too.

Meeting adjourned at 10:00 am. Moved by Sally, second by Jeannie. Unanimously approved.

Next meeting on January 21, 2021 at 9:00am.

Respectfully submitted,

Jeannie Lacey