

## Lanpher Memorial Library Trustee Meeting

August 11, 2020

*This meeting was held remotely by Zoom.*

5:00 PM

***Board Members in Attendance:*** Chair: Fran Aronovici,, Treasurer: Jim Noyes, Sigh Searles, Emily Dearborn, Ken Geiersbach, Library Director: Amy Olsen, Secretary: Melanie Dickinson

### ***Added Agenda Items:***

Library Grounds

***Friends Report:*** Tuesday Talks will begin in September by Zoom.

***Secretary's Report:*** Fran made the motion to accept the July 14, 2020 meeting minutes. Seconded by Ken. All in favor.

***Treasurer's Report:*** Jim has created a new format for the short report which explains what monies we have and where the monies are (cd's, checking account, capital reserve).

***Librarian's Report:*** Amy shared information about the "Stamped" project which is partnered with REAL. The curbside lending continues to be well used by the community. Amy continues to change books for the StoryWalk.

### ***Old Business:***

- Annual Library Awards Nominations - Amy will ask for suggestions for nominees from the community. The presentations may take place at the ribbon cutting for the little library constructed by Rick Loya in memory of Fran's son, Chris.
- Update from Annual Appeal Committee – Ken is writing letters to be presented and voted on at the September meeting. Sigh has contacted the post office for numbers of mailers to be sent out. Melanie has checked on materials to be needed for mailings. Amy is ordering materials.
- Salary Committee – The committee (Sigh, Fran and Jim) will meet before the next meeting to discuss staff salaries for the 2021 – 2022 fiscal year. They will present their recommendations at the next meeting. Amy expressed her concern for the need to raise the salaries of Christi and Ruth.
- Susan's Replacement – Fran made the motion to enter executive session to discuss replacing Susan's position on the board. Jim seconded the motion. Sigh made the motion and seconded by Jim to leave executive session. Fran made the motion to appoint Kim Puleio to take the Trustee seat vacated by Susan Hayes. Seconded by Sigh. All in favor.

***New Business:***

- Discussion of Reopening of Library – Amy discussed her plans to reopen by appointment only. She will continue to check with other libraries to see what concerns and changes they are experiencing as they reopen. Amy, Christi and Ruth will take into consideration what is safe for them and the patrons before finalizing a plan.
- Capital Reserve Fund – Jim will check with Ron to find out when the Towns contribution is planned to be put into our capital reserve fund.
- Fiscal Year Ending Review – Jim’s short reports (end of June 30, 2020 and beginning of July 1, 2020) show exactly how much money we have.
- Book Sale – The book sale will be canceled this year due to the pandemic.

***Adjournment:*** Fran made the motion to adjourn the meeting. Seconded by Emily. So voted. Meeting was adjourned at 6:33 PM.

***Next Meeting: September 8, 2020***

***Agenda Items for Next Meeting***

- Budget Prep
- Approve Annual Appeal Letter
- Mailing of Annual Appeal Letter
- Capital Reserve Fund Review
- Annual Library Insurance Update