In Attendance: Robin Glasser, Nancy Webb, Charlotte Ramsay, Anne Knight, Andrew Sharp, Carolyn Singer

Absent: Erik Waddell

Board Alternates: Martie Gooze

Observers/Guests: Susan Herhold

Library Staff: Sheryl Bass, Jess Ross

1. Call to order
   a. Chairwoman Charlotte Ramsay called the meeting to order at 6:50 p.m.

2. Chair appointment of Alternate Trustees to serve as voting Trustees
   a. Chairwoman Charlotte Ramsay appointed Martie Gooze to act as a voting trustee in place of Erik Waddell.
   b. Erik Waddell joined meeting at 7:08 p.m.
      i. Chairwoman Charlotte Ramsay un-appointed Martie Gooze as a voting trustee.

3. Approval of meeting agenda
   b. Added to the agenda as 9a is the vote on a change to the pandemic infectious disease policy as recommended by the director. 9b is now discussion of Phase II of DPL Re-opening Plan.

4. Approval of minutes (5/13/2020)
   b. Minutes should be “by zoom”, not in Heritage Room

5. Public Comments/Public Correspondence
   a. Sheryl Bass shared a thank you card that Lisa Kleinmann had received from a kindergarten class.
6. Friends’ Report
7. Treasurer’s Report for May 2020
   a. See written report
   b. No cash receipts or additional revenue for May.

8. Director’s Report
   a. Public Works has really done a good job of sprucing up the library grounds
   b. Summer Reading is planned
      i. Has shifted to an online format. Children’s Department has worked hard to
         make that happen.
      ii. Rollout presentation will be 6/26/2020
   c. Large uptick in users of digital resources
      i. Hoopla has had 20 unique users so far
      ii. Kanopy is online and Jess will have it available on the website by Friday, 
          6/12/2020
   d. Staff are all healthy and looking forward to working together in the building.
   e. At 50% of the year, about 40% of the budget has been used. Sheryl Bass is
      confident that spending will be made up later.
   f. Anticipates that the library will continue opening on Saturdays 10 a.m. – 12 p.m.

9. How “Library to Go” is working
   a. 530 patrons, 1261 items circulated
9a. Small change and discussion on pandemic/infectious disease policy to give the Director
    explicit authority to
       a. “Suspend or modify existing library policies”.
       b. Martie Gooze suggested adding language to the effect that the library will return
          to normal policies as soon as appropriate.
          Carolyn Singer made a motion to accept the additional language to the pandemic
          policy. Robin Glasser seconded. Voting in favor: Ramsay, Waddell, Knight, Sharp,

9b. Discussion of Phase II of the proposed plan for restoring limited library service, followed
    by vote.
       b. Library Director proposed starting Phase II on June 29th.
       c. Library Director suggested a limit of 15 patrons in library at a time.
       d. Lengthy discussion of safety precautions including whether to require masks for
          patrons, limiting time for patrons and how to maintain 6-ft. distancing.
       e. Erik Waddell made a motion to endorse the Phase II step 1 of the library
          Director’s phased re-opening plan. Carolyn Singer seconded. Voting in favor:
          Motion passed.

10. Discussion regarding adding a part-time Technology Assistant position.
a. Chairwoman Ramsay charged the Technology Committee to meet and discuss the technology plan and decide on what purchases need to be made and when. And to offer advice on hiring a part-time technologist.

11. Technology Plan – schedule Technology Committee meeting to decide on 2020 purchases

12. Non-Public Session per RSA 91-A:3, II(a) to discuss Staff evaluations and salaries.

13. Return to Public Session

14. Vote on Six-Month Evaluation of Library Director Sheryl Bass
   a. Approved in principal, but formal vote has been delayed to the 7/8/20 meeting to allow for some additional language.

15. Vote on full-time staff salary changes.

16. ADJOURNMENT
   a. Carolyn Singer made a motion to adjourn. Erik Waddell seconded. All were in favor. Motion passed. Meeting adjourned at 9:07 p.m.

Next Board Meetings:
Wednesday, July 8, 2020
Wednesday, August 12, 2020
Wednesday, September 9, 2020

Respectfully submitted by Andrew Sharp