



Sandown Public Library Trustees Meeting
Minutes for August 20, 2020
7:00 p.m.
Remote Meeting
Sandown Public Library

Due to Covid-19, this will be a virtual meeting using Zoom.

Call to Order

Reading of special virtual meeting protocol

Attendance – Roll call : In attendance: Diana True, Tina Owens, Carol Busby, Carol Fournier, Selectman Bob Nickerson and Director Adam Shlager

Pledge of Allegiance

Correspondence – none

Finance Report

- P&L Budget vs. Actual Spreadsheet. The Library is in good shape financially.
- Paul Densen Trust Fund Update: Treasurer. There is \$112,384.17 in the account as of July 31, 2020. The Library can borrow \$1,235.10 against the balance if necessary.
- The Treasurer has not heard back from Chris Adams regarding the \$589.88 unallocated funds.

Approval of Minutes – Carol Busby moved and Carol Fournier seconded approval. Passed unanimously.

Note that the June Minutes, which have not yet been approved, will be presented at the September meeting.

Director’s Report – attached separately.

- Building/Facility – The public has responded favorably to the new configuration. A new door counter is being obtained by donation from the Wiggin Library in Stratham. The Basement meeting room has been cleared out. An 82” movie screen has been built for movie nights upstairs in the Library. The director proposed that the library close at 5 on movie nights and then open Sat. from 9 to 3 with a part time page.
- Statistics – The number of books taken out per day is increasing. The director is migrating curbside service to window service. The Summer Reading Program is finishing up.
- Budget – On track for year to date.
- Staff – Lauren Violette has been hired as a replacement for Natasha who leaves 8/31/20.
- Programs – Drive-in Movie Nights are going well. The attendance is increasing. Virtual programming continues.
- Books – The director will reduce the quarantine on books for 24 hours and wipe them down if requested.

Friends of the Library Report

- Friends met on August 3, 2020. Next meeting September 28, 2020.
- Surplus books from the director’s office are currently listed on ebay.

Old Business

- Library is open. The restriction on total occupancy is currently 10 or fewer. Children’s room may be reserved on Tuesday & Thursday in one-hour blocks per family unit.
- Signage - The Girl Scout who proposed a new sign has not been heard from. The Friends expressed willingness to help fund an electronic sign. After discussion, the Board decided not to proceed with a new sign at this time.
- COVID-19 Update – School start dates and formats are still uncertain
- Status of Libraries in NH – As of Labor Day, 42% are open.

New Business

- Circulation policy has been revised to eliminate fines.

Motion to Adjourn by Tina Owens; Seconded by Diana True. Passed unanimously.

The Board then went into closed session by motion of Carol Busby, seconded by Tina Owens.

Next scheduled meeting: September 10, at 7:00 pm at the Library.

Respectfully submitted

Carol Busby