

Barrington Public Library  
Board of Library Trustee Minutes  
September 15, 2020 Approved

Lindsey Maziarz, as Chair of the Barrington Public Library Trustees, declared 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, the Trustees as a public body are authorized to meet electronically. Trustees in attendance, Library Director, and Assistant Director, and Select Board Representative participated remotely through zoom, and all motions were voted on by a roll call vote.

**Present:** Trustees: Lindsey Maziarz, Leigh Elliott, Susan Frankel, Karolina Bodner, Lydia Cupp, Robert Drew, Karen Towne. George Bailey (Select Board Representative), Melissa Huette (Library Director), Wendy Rowe (Assistant Library Director).

The meeting was called to order at 6:00 pm

Public meeting minutes from 8/18/20 were approved in a motion by Susan, seconded by Lydia, and passed by a roll call vote.

**Treasurer's Report:** Susan presented the treasurer's report which had been sent out by email for review. Karen made a motion to accept the treasurer's report, seconded by Lydia, and it was passed by a roll call vote.

**Public Comment:** George reported that the Select Board will to continue meet on zoom, and as determined month by month. Trick or Treat will be held in Town on Sept. 30, 5 to 7pm.

**Friends' Report:** Lydia reported that the 1<sup>st</sup> Mum fundraiser was a great success and thanked Melissa and Wendy for their help. 300 mums were sold with a profit of \$1100. All were pleased with the size and quality of the mums which were raised by Wentworth Greenhouses in Dover.

**Project Updates:**

Lindsey summarized her comments to the Select Board on Sept. 14 regarding the Trustee proposal to put forth a Capital Reserve Warrant Article for \$75,000. Conner MacIver, Town Manager, will be helping with the wording and logistics. The Select Board indicated tentative approval, and further discussions will determine the dollar amount of the Article. Karen made a motion to put forth a Capital Reserve Warrant Article on the March 2021 Ballot toward a new library building, seconded by Lindsey, and it was passed by a roll call vote.

Foundation Board Update: At their latest meeting, a board of 11 was selected consisting of previous members and newcomers. To avoid confusion, all future communication and updates to the Select Board will be done through the Library Trustees.

**Director's Report:**

>General operational/COVID-19 -version 2.0 Update: The library is now open to the public following the guidelines of the Reopening NH Libraries task force document-version 2.0.

>According to the SAU Memorandum of Understanding (MOU) teachers and staff are allowed

Barrington Library cards if they are under contract by the school district.

>Fees and Fines: Since the start of the library closure in March due to COVID-19, fines have not been collected for overdue books. Payment continues to be collected for lost or damaged items that need to be replaced. Library staff and trustees will continue to study the impact of this lost revenue on the miscellaneous fund and research the policies of other local libraries, After a review, a decision whether or not to reinstate fines will be made at a later meeting.

> New Trustees and officers: The NH Library Trustee Assoc and BPL websites have important Information about the duties and responsibilities of trustees and officers.

>Trustee Biographies: Trustees are encouraged to view their profiles and photo on the website and suggest any updates or changes.

>Due to the reopening of the ECLC and fewer students riding the bus, the traffic has greatly increased during student drop off and pick up times. The police and town maintenance crews have been helpful in creating traffic patterns to ensure the safety of all students, as well as access to the library parking lot between 2:15 and 3.

>The 3 trees along the parking lot have been dropping branches. The town will be removing these trees to avoid damage.

>Inter Library Loan service is restarting Sept.15. Information will be posted on the library website explaining the process and waiting time due to quarantining of books.

>Interviews have been conducted to hire a new Technology and Circulation Library Assistant.

### **Old Business:**

>Emergency Policy Review by Susan and Karen. Changes have been made to update the policy and to consider a public health crisis. Lindsey made a motion to accept the Emergency Policy with changes, seconded by Susan, and it was passed by a roll call vote.

>Facilities and Operations Policy: We will continue to review possible changes, including chain of command in emergencies including a public health crisis, before finalizing Policy. Susan will incorporate Melissa's edit and the policy will be sent to the trustees for review.

>Sugar and Ice staff and trustee gathering was greatly enjoyed by the few adventurous attendees who weathered the rain.

### **New Business:**

Non public session was held to consider filling a vacant position.

>Trustees decided to continue zoom meetings to the end of the year.  
Meetings will be 6:30 to 8pm.

Robert made a motion to adjourn, seconded by Lindsey, and it passed on a roll call vote. The meeting was adjourned at 8:22.

Notes taken by Karolina Bodner, Secretary

**Next Meeting October 20, 2020 at 6:30 pm**