

Barrington Public Library
Board of Library Trustees Meeting Minutes APPROVED
January 12, 2021

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, Select Board Representative, and 2 guests 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, absent). Melissa Huetter (Library Director), George Bailey (Select Board Representative), and guests John Wallace and Eleanor Cotton (potential alternate trustees).

The meeting was called to order at 6:30 pm. Guests were welcomed and given opportunity to introduce themselves and explain their interest in becoming Trustee Alternates.

Lindsey made a motion to approve the public meeting minutes with edits from Dec 15, 2020, seconded by Susan, and the motion was passed by a roll call vote.

Susan made a motion to accept donations of \$1,137.30, seconded by Karen, and the motion was passed by a roll call vote.

Treasurer's Report: Susan presented reports on the Director and Trustee accounts for all 12 months of 2020. In addition, she presented a Summary Report of Trustee 2020 expenses, bond interest, and bank interest, and the Trustee Report that will go into the Town Annual Report which shows banking activity for the year for each of the Trustee bank accounts. Lydia made a motion to accept the Treasurer's Report. It was seconded by Robert and passed by a roll call vote.

There was a moment of silence in honor of long time library and community volunteer Trudi Googins who passed away in December. The library staff and Friends group are discussing ways of honoring her outstanding dedication and enthusiasm which will be greatly missed.

Public Comment: George reported that the Select Board voted to conduct the Jan. 30, 2021 Deliberative Session with separate masked and unmasked areas and separate microphones in compliance with state COVID-19 safety protocols. Residents will need to be present to participate and speak to proposed Warrant Articles. Plans are being made for a direct broadcast so that residents not attending in person can follow the session virtually.

Friends report: Lydia reminded board that residents are requested to set aside books in good condition for the spring fundraiser. The next Friends zoom meeting is Jan. 27 at 7 pm.

Project update: The Foundation website has been updated and includes information on the *Build on Yesterday, Envision Tomorrow* initiative. Their next meeting is Thurs., Jan. 28th.

Director's report:

COVID-19 update: 2 staff members, following state guidelines, are quarantined and working from home after exposure to someone with COVID-19.

Annual audit: Auditor recommendations are being implemented. Adjustments to the accounts payable process are being made as detailed in an email from the Finance department.

Creativebug was purchased as a new database for patrons and programming.

Technology and Circulation Coordinator Maddie has created and organized a new 2021 Reading Challenge to encourage patrons to try new genres and authors they might not normally consider. The staff is collaborating on challenges and book lists to present each month. Details on this program are posted on the website with log in forms.

Technology: The library purchased a new laptop and 2 iPads to replace outdated equipment. The laptop will be available for staff use and any program presenters.

Atrium, the library catalog system, has released many new updates and features for staff and patrons which will be explained on the library website.

The Recreation Department is meeting Jan. 15th to discuss proposals for the Redemption Road project, and they will present their ideas to the library.

Reminder:

The library will be closed Monday, January 18, 2021 in honor of Martin Luther King, Jr. Day.

Old business:

The filing period for Trustee positions for the March Ballot is Jan. 20 to 28th. (The terms for Karen, Susan, and Lydia are ending). All three indicated that they would like to run again for Library Trustee.

Director Review Process Update: The Subcommittee will meet with Melissa Jan.18th, at 10:30 am for a final discussion on her annual performance evaluation.

New business:

Leigh suggested that the official script regarding virtual procedures during COVID-19 be posted on the website with the announcement of meetings to avoid the need to read it before each Trustee meeting. Melissa will check to see if this is possible.

NHLTA (NH Library Trustee Assoc.) will host a round table discussion to check in and share experiences during the pandemic. The discussion will occur virtually on January 27th 2-3:00. The meeting will be recorded and posted online for future viewing.

7:55 Susan made a motion to adjourn the meeting, and it was seconded by Lydia. The motion was passed by a roll call vote.

Next meeting: February 9th, 2021 at 6:30 pm. (2nd Tuesday)

Minutes were recorded by Karolina Bodner, secretary