

G.A.R. Memorial Library Trustees Meeting Minutes
 February 11, 2020, 7pm, G.A.R. Library

Present: Marcia Sellos-Moura, Pam Atwood, Amy Custance, Corinn Flaherty, Wendy Reed, Tom Salvo, Sherri Temple Pruyn

Absent: Sandra Capo, Holly Cole, Fred Chanania

Recording Secretary: Pam Atwood

Agenda Item	Outcome
Approve Outstanding Minutes	Tom made a motion to accept the January 14 minutes, Marcia seconded, they were unanimously approved. Tom made a motion to accept the January 25 minutes, Marcia seconded. They were approved by all except Sherri, who abstained as she was not at the meeting.
Director's Update	Amy signed all warrants. Corinn just got a mobile print app called Princh for the library. Patrons can pay with PayPal or a mobile app and print to the library printer. Corinn has signed up for a free trial to Kanopy, a pay for movie app. MVLCC came to do a training on e-resources with staff. Hot spots are in circulation. 50 people attended the Pilgrimage talk.
Update on Trustees positions up for election	Tom has turned in his nomination papers. Wendy and Pam have not taken out papers yet and Sandra has stated she isn't running.
Review of Strategic Plan	James Flaherty is meeting with Corinn to help her with how to do a strategic plan. Our current plan expires June 30, 2020. We could put it off for a year which would give Corinn a little more time to get familiar with the community, patrons, etc. The only downside would be we wouldn't be eligible for any grants for that year. Corinn is going to find out when would be the best time to do a survey.
Discussion of carpet remediation quotes and Discussion of additional building testing	The quotes Corinn got are lower than the one Wayne got. Corinn has 4 quotes and is waiting for one more. When she has all of them, she will put all the information into a spreadsheet so the Trustees can review them. The quotes do not include the cost to move furniture. Corinn will follow up with the companies regarding timing of when they could start. Wendy talked to Greg Hadden at Pentucket Schools about the ongoing mold/mildew issues. The company told Wendy if there are smells and evidence, then there is mold and/or mildew. Wendy went around the library with a moisture meter and located 2 areas of concern. One is in the teen room, behind a book shelf and the soffits over that. The other area she found is the floor in the children's room. That carpet is directly on a concrete slab floor. Marcia made a motion to have Wendy lead discussions with the town to get the carpets remediated and investigate mold issues. Amy seconded, all approved. The Trustees would also need to get approval from the Board of Selectmen to pay staff while the library is closed.
Review and approval of policies	Facility Use Policy – Marcia made a motion to approve the policy with amendments. Amy seconded, all approved. Safe Child Policy – The Board changed the age an adult must accompany a child to under the age of 12. Marcia made a motion to approve the policy with changes. Amy seconded, all approved.

	<p>Policy on Lending – Marcia made a motion to approve the policy as written. Wendy seconded, all approved.</p> <p>Art Gift Policy – Marcia made a motion to approve the policy with changes. Amy seconded, all approved.</p> <p>Other Gift Policy – Marcia made a motion to approve the policy, Amy seconded, all approved.</p> <p>Corinn has copies of all of these policies with the changes.</p>
<p>Review of Action Items</p>	<p>Corinn will follow up with carpet companies to determine timeframes. Wendy will work with the town on moving furniture for carpet remediation and investigating the mold concerns. Corinn will put a spreadsheet together with all the quote details for the Trustees to review. Corinn will also do some research on when is a good time to do a survey for the strategic plan.</p>

Meeting Adjourned.
The Trustees next meeting is scheduled for March 10, 2020.