

**Hampton Falls Free Library**  
**Final Special Meeting by Zoom Minutes**  
**May 7, 2020**

Due to Covid-19 we are conducting a special zoom meeting to discuss procedures for a phased reopening of the Library.

Attending: Linda Coe, Chair, Beverly Mutrie, Sect'y, Beth Forgione, Treasurer, Richard McDermott, trustee, Laura Pouilot, voting alternate trustee, and Barbara Tosiano, Director. Absent: Amy Magnarelli. Meeting commenced at 3:03 pm

Phone number and email changed in letter that will be emailed. Title will be changed also to "Library to Go".

Books and DVDs will be available for circulation. Quarantine for plastic cases coming back is 5 days. Staff more comfortable now have PP equipment. Library will be open 4 hours a day for 4 days a week. Staff wants to come in and they feel safer.

Vestibule: Beth has plastic to cover tables and bricks to weight it down. Keep books outside.

Beth asks: what if someone gets sick? Laura: if know that you were in contact, the other staff member(s) could request a test. Saliva tests when available will make it easier. Should the Library pay for test? Need to decide that when the time comes.

If someone gets symptoms of COVID, we close down for a day, clean building, person self-quarantines for 14 days. No checking out books for one day. May have to shut down for a day until everything is cleaned. Staff needs to keep 6' apart from each other and **must** wear masks if close. Will have to deal with incident when it happens. Avoid working together in close quarters if at all possible. Now HF has 0 active cases

Will send letter out by email tomorrow and begin curbside service on Tuesday 19<sup>th</sup> with the "Library to Go" program. Beverly will do signs and bring large sign for parking lot that should be kept out of rain. Different email groups will be notified with letter. Staff will put signage up for opening down by entrance. See Jaffrey Library "Pandemic Interim Service Plan".

Barbara will report how busy it is, if staff or public has concerns and tally number of persons. She will report suggestions from those using the "Library to Go".

Summer Reading probably only virtually. Children can't do social distancing. Maybe a presenter or two can do something outside in vestibule or sidewalk with kids in cars parked facing a la Drive In-Theatre.

Laura reported that the Mont Blanc presentation was great but was done only in real time.

Signs for taking daylilies? "Free Daylilies" and "Dig Your Own". Bev will come up with sign.

No results on soil test.

Lattice near road – Plant persons need to look at vine to ID.

Roof—Primex—Tom Parrott responded from Primex. On Agenda for May 28<sup>th</sup>.

Wickson, Syvinski and Dick Robinson...will get/give quotes for walkway.

Reg. scheduled **meeting May 28<sup>th</sup>** at 4pm. On agenda: Walkway, Roof, and Summer Reading

Meeting adjourn 3:39 Richard motions and Linda, seconds, all agree.