

Approved
JPL Trustee Meeting Minutes
May 11,2021

Meeting opened at 6:33.

Present: Liz Milligan, Chair, Bette Bovio, Joy McCorkhill, Director, Brenda Roy and Jeanne Kenison.

Jeanne passed out the Unapproved April 13, 2021 JPL Trustee Meeting Minutes for the trustees to review. Liz made a motion to accept the minutes with 2 minor corrections. This was seconded by Bette and and motion was carried.

Brenda Roy was welcomed as our new trustee as Norm stepped down to assume his responsibilities as selectboard member.

No treasurer's report was available this month.

Director's Report

The April Individual Visits were 50.

Joy updated Covid-19 Protocols. She recommends that all returns can come back into the library. She will still need to quarantine materials for the ILL van until she hears otherwise. She will take down use of hand sanitizer before browsing the collection but will keep them out throughout the library. She will remove the social distancing/limit capacity as it rarely happens here. Face masks will still be required as it is still the best way to keep everyone safe in a small area. Joy will continue to clean high surface areas, door handles, table, laptops, keyboard at the space she shares with Kaitlin.

NHLTA is tomorrow and Thursday. Joy stated that she will be at her other job for the conference and will take time out of work for this as she has a few she would like to view.

Joy asked if all the trustees would share the LTC Events on Facebook and instagram as well.

The LTC Grant Conversation is on next week and the following week. The newspaper article was sent in last Saturday and hopefully will be in the paper and fliers are up. Joy needs to get the zoom ready. She will type up the questions and get them sent out this week. She needs to do a webinar and write up the information. Joy will total up the hours for the town.

Joy contacted movers: Normandeau was out Saturday and would transfer the books by boxes. The library mover which would move books by carts has been sent pictures and awaiting a quote. Joy still needs to go over shelving changes and find suggestions for Cori for furniture. Joy will contact Floorworks in Bethlehem for the carpet tiles next week.

Joy has been going through the books at the Jefferson Community Center Monday nights. She feels she should be able to wind it up in a few more hours in the Historical Society Room.

Kaitlin has been working out well. She has been busy cataloging, processing, shelving and doing ILL's. Joy will check on her progress with the SRP. Kaitlin will cover the library for Joy on 6/10, 6/12, 6/19 and 6/21. Joy may cover for Kaitlin on 6/9 and 6/23. Joy hasn't yet decided on 6/26 but she is checking her availability.

New Business

Liz made a motion to go into non-public session as per RSA 91-A:3II(d). This was seconded by Bette and carried at 7PM.

We closed non-pulic meeting to open at 7:31.

Next meeting will be Tuesday, 6/1/2021 at 6:30.