

Sandown Public Library Trustees Meeting
Minutes for October 8, 2020
7:00 p.m.
Remote Meeting
Sandown Public Library

Due to Covid-19, this meeting will be offered both in-person and as a virtual meeting using Zoom. To join the Zoom meeting, please use the following log-in instructions: To join the Zoom Meeting:

Sandown Library Trustees October 8th 7:00 PM Eastern Time (US and Canada)

Join Zoom Meeting:

<https://us02web.zoom.us/j/89994574889?pwd=SWQxeTJXNVpiOXJLLzJVZkNjTENadz09>

Meeting ID: 899 9457 4889

Passcode: 551033

Dial by your location

+1 646 558 8656 US (New York)

If anyone has a difficulties joining the meeting, please email director@sandownlibrary.us

Please note that **all votes** that are taken during this meeting shall be done by roll call vote.

Call to Order 7:01 pm

Reading of special virtual meeting protocol

Attendance – Roll call Carol Busby acting chair; Tina Owens; Carol Fournier; Caroline Morse, Adam Shlager

Pledge of Allegiance

Correspondence – none

Finance Report

- P&L Budget vs. Actual Spreadsheet just over \$12,000 in the checking account at end of 3rd quarter, all on personnel line. Steve's contract has not been renewed.
- Paul Densen Trust Fund Update: Treasurer We have \$1253 we can roll over. \$61,000 CD that has matured. The most we can get now is .25%. \$61,000 has to be rolled over. \$1200 in interest can be added to it. Roll it over into a 6-month CD and see if anything rebounds? Tina Owens motions to roll current CD plus \$1000 in interest into CD with 2.5% interest for 6 months; total roll over amount will be \$62,000. Carol Busby seconds. Motion passes unanimously. Remaining \$235 balance in interest will be deposited into library's TD Bank savings account.

Approval of Minutes - Trustee Owens moved to approve the minutes as corrected. Carol Busby seconded. Motion passed unanimously.

Director's Report – attached separately.

- Statistics Book groups are all back. Cooking group will be back in Nov. Children's programs are still not rebounding but hybrid offerings are continuing.
- One-time purchases
- Budget - Eagle Scout project is moving forward - patio out back of the library. Proposing replacing water softener - \$6200. Carol Busby motions, Tina Owens seconds, motion passes unanimously.
- Children's room needs another section of shelving. Estimated at \$900-950. Tina Owens motions to approve Director's spending up to \$2000 for shelving in the children's room and behind the circulation desk. Carol Busby seconded the motion. Motion passes unanimously.
- Owens motions to approve the director spend \$1000 to replace projector downstairs with a Smart TV. Carol Busby seconded the motion. Motion passes unanimously.

Next meeting November 12, 2020. Hybrid program

Old Business no old business

New Business

- Staff – page positions. Hannah gave her notice. New person has volunteered to work every Saturday. Leaving the position in the budget but not re-hiring at this point.

Adjournment

Motion to close at 8:06 by Carol Fournier. Seconded by Tina Owens. Motion passes unanimously.

Respectfully submitted

Caroline Morse, secretary