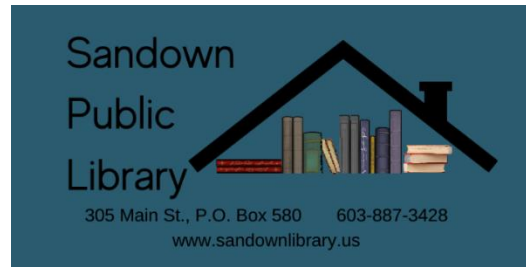


Sandown Public Library
Trustees Meeting
Draft Minutes for March 11, 2021
7:00 p.m.
Remote Meeting
Sandown Public Library



This is a special meeting of the Board of Library Trustees. The Trustees will be meeting electronically pursuant to the Governor's Continuing Emergency Orders. Please note there is no physical location. We are utilizing Zoom for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate this meeting using the following website address:

Sandown Library is inviting you to a scheduled Zoom meeting.

Time: Mar 11, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting:

<https://us02web.zoom.us/j/84159342801?pwd=MXFpcVh0QUI2TVZpWFhxQ3l6Q3ZkUT09>

OR go to www.zoom.us and enter the Meeting ID and Passcode (below)

Meeting ID: 841 5934 2801

Passcode: 955527

One tap mobile

+1 646 558 8656 US (New York)

If you are dialing in, Please press *6 to unmute.

If anyone encounters a problem connecting to the meeting, please email director@sandownlibrary.us

Call to Order at 7:00 p.m.

Reading of special virtual meeting protocol

Attendance – Roll call: Diana True, Carol Busby, Carol Fournier, Melissa Tiney, Julie Drouin, Director Adam Shlager. Absent: Bob Nickerson, Selectman Liaison

Pledge of Allegiance

Correspondence – None

Finance Report

- P&L Budget vs. Actual Spreadsheet
 - A lot of bills will be coming in later so the P&L shows less than the expected expenditures.
 - Adrienne is being given the third “patron” computer which isn’t being used. That saves \$1,000. There is money in the budget for an additional computer should one be needed.
 - Director Shlager suggests the library go to a VoIP phone system to save money over the land lines it has now. There will be a set-up cost but then the calls go over the internet so there will be no long-distance charges. The Trustees agreed that he should evaluate the costs.
- Paul Densen Trust Fund Update: No Update
- Donations/Grants: None

Approval of Minutes -

February 11, 2021: Carol Fournier moved that the minutes be approved as edited. Carol Busby seconded. The motion passed unanimously.

Director’s Report – attached separately.

- Circulation is going up.

- The staff would like to start outside programming for children in April. They would also like to have small, monthly programs such as Tuesday Flicks at the library. They are hoping to move Book groups back inside in April or May.
- Director Shlager walked the Trustees through the new website. It should be going live at the end of March. Shelving has been assembled in the children's room and behind the circulation desk.
- Repairs to the big sign and addition of a new sign out front is supposed to be done by next week.
- The locksmith cannot fix the Children's room exit door. Director Shlager is going to see what options there are for fixing it.

Old Business –

- Trustee terms: All Trustee positions are for three years. A two-year position was elected when an employee resigned after one year and that position has continued to be posted as two-years by the Town. Director Shlager will speak with the Town about being sure the position henceforth is three years. The current holder of the two year position will serve two years.

New Business –

- Welcome New Trustees: Melissa Tiney and Julie Drouin. Carol Busby moved and Carol Fournier seconded a motion that Jennifer Parkhurst who did not win election be asked if she would like to be an Alternate. The motion passed unanimously.
- Election of Trustee Officers: Carol Busby moved and Carol Fournier seconded the following slate of officers for 2021-22: Diana True, Chair; Julie Drouin, Vice-Chair; Carol Fournier, Treasurer; Carol Busby, Secretary; and Melissa Tiney, At Large. The motion passed unanimously.

Next scheduled meeting: April 8, at 7:00 p.m.

The meeting was adjourned at 8:34 by motion of Carol Busby, seconded by Melissa Tiney and passed unanimously.