

Laconia Public Library
Board of Trustees
Minutes of Meeting
Volpe Room
June 25, 2020

I. Call to Order

Laconia Public Library Board of Trustees held their meeting on the main level of the library with most participating remotely via Zoom. Chairman John Moriarty called the meeting to order at 5:30 pm.

Due to the COVID-19/Coronavirus Crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

In accordance with the Emergency Order, this is to confirm that we are:

- a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means; We are utilizing the Zoom platform for this electronic meeting.
- b) Providing public notice of the necessary information for accessing the meeting; We previously gave notice to the public of how to access the meeting using Zoom.
- c) Providing a mechanism to alert the public body during the meeting if there are problems with access: If anybody has a problem, please call 524-4775 or email at: info@laconialibrary.org.
- d) Adjourning the meeting if the public is unable to access the meeting. In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

Present in the library: Chairman John Moriarty and Director Randy Brough.

Participating via Zoom App: James Anderson; Aaron Bassett; Marie Bradley; Kimberly Danosi; John Perley and alternate Bruce Kneuer.

Not present: Liz Rosenfeld.

Chairman seated alternate Kneuer.

II. Reports

1. Secretary's Report
April 23, 2020 draft minutes: under budget report, minutes revised to read "Consensus of Trustees is that frugality should be exercised during this uncertain fiscal environment with the exception that the director should expend 100% of Print and Non-print lines". March Minutes, April Minutes (with amendment) and May Minutes were accepted as written.
2. Treasurer's Report
May and updated (June 22) financial reports were reviewed.
3. Endowment

John Perley provided an update on Trust Fund status.

4. Personnel

One staff has returned to work; one remains on unemployment; and a third remains on Family First FMLA. The library page has not been working since school was physically closed in March.

5. Buildings and Grounds

- a. Copper roof over Main Street entrance has been repaired. Tile in entryway need to now be repaired.
- b. New England Chimney's has given the northside chimney a preliminary examination. They will be returning with an additional ladder to reach the top of the chimney. Leakage persists and need to be addressed.

6. Technology

City is in the initial stages of reviewing the City Website. Director will forward to Trustees a copy of a list of website revisions suggested by library staff.

7. Director's Report

- a. Inventory is complete.
- b. Libby Museum is retrieving its items from the rotunda July 8.
- c. Two virtual Children's Programs will be held this Summer: Peter Boie, Magician and Wildlife Encounters.
- d. Library purchased three months of books (April-June) in two weeks (last week in May, first week in June). Nearly all books have been catalogued and processed.
- e. Curbside circulation is averaging roughly 400 items per week.
- f. Children's Room project was discussed. Steps needed to restart the project will be presented at the next meeting.
- g. Budget hearing is Monday, June 29 at 7:00 pm.

III. New Business

Topics discussed included: continuation of take-out service; establishing a temporary occupancy load; computer/printing use; cleaning service.

Bradley made a motion to continue curbside service until next Board Meeting. Perley seconded the motion. After discussion, Bradley withdrew her motion, Perley his second.

Board will meet at the library next Thursday, July 2 at 5:30 pm to further discuss library reopening plans.

IV Adjourn

Meeting adjourned at 8:30 pm. Motion by Bassett; Seconded by Danosi; unanimous.

Respectfully Submitted,



Randy Brough