

Randolph Public Library

Minutes for the Board of Trustees' Meeting on Monday, August 17, 2020, 6.30pm

(Preventative Health Precautions for Covid-19 were practiced.)

Present: Denise Demers, Rhonda Stitt, Ellen Ross, Steve Teczar, and Yvonne Jenkins (librarian)

Absent: Heather Wiley

1. Rhonda made a motion to approve the minutes of July 20<sup>th</sup> as distributed by Heather. Denise seconded and the vote to approve was unanimous.

2. Treasurer's Report, Rhonda

Town Checking	\$12,816.49
RPL Checking	\$9,580.59
Building Fund Checking	\$475.43
Building Fund CD	\$18,246.83

Two invoices were approved for payment.

3. Librarian's Report

Yvonne submitted an extensive Report (see attached) documenting the following.

- The status and success of the Summer Reading Program which concluded on August 7.
- Plans for Fall Programs with emphasis on the upcoming "Strong Women" Zoom Program.
- Plans to upgrade the Library software because Alexandria Version 6 is no longer being updated.
- The status of the Curbside Pickup Program which has experienced an increase in usage.
- The NH State Library's plan to restart Interlibrary Loans possibly middle to late September.
- Increased usage of the garden and picnic table public areas.
- The update of the library patron list to 413 active patrons.

Trustees thanked Yvonne for her report, work, and exceptional commitment.

4. Friend's Group Report

There was nothing new to report.

5. Old, Continuing and Other Business

Fence/visual screen around the propane tank: The project was discussed at length. Rhonda and Steve reported on their calls to Suburban Propane to find out about the code and reasons why the project had been deemed unacceptable by the delivery person Rodney. Paul Cormier has submitted a check to reimburse the Library for the project. Denise made a motion that the check be returned to Paul to compensate him for materials and work done in good faith. Steve seconded and all were in favor.

Going forward, Steve will meet with Dan from Suburban on Fri., August 21<sup>st</sup> to discuss the National Fire Prevention Association, Code NFP 54 and our project. Everyone interested was invited to attend. Steve also agreed to call Paul to ask him to accept the return of his check and to reconsider redoing the project. If he is not interested, Steve will attempt to obtain the materials purchased by Paul for the first version of the project.

Update on town and state plans for reopening public buildings: The town has no plans to open any more than it is at present.

Consideration of the next stage in planning to reopen safely: The Trustees and Librarian agreed that the Library will remain at Stage 3 of the Best Practice Guidelines per the Staged Reopening Plans for NH Public Libraries for the foreseeable future. Services will continue to be digital and curbside pickup will remain available.

6. The next meeting will be on Monday, September 21st at 6.30pm.

There being no other business the meeting was adjourned at 7:50pm.

Respectfully submitted,

Steve Teczar, acting secretary and chair

Attachment: Librarian's Report