

Randolph Public Library

Trustees' Meeting, Mon Feb 15th, 2021, 6.30pm

Present: Denise Demers, Rhonda Stitt, Steve Teczar, Heather Wiley, Yvonne Jenkins (librarian) and guest Kayla Demers (secretary, Friends of Randolph Public Library)

Absent: Ellen Ross

Preventative Health Protocol for Covid-19: wearing masks, maintaining physical distancing and hand sanitizing.

1. Denise made a motion to pass the minutes from the previous meeting, Rhonda seconded, all were in favor.

2. Treasurer's Report

Town Checking	\$8,662.71
RPL Checking	\$9,296.48
Building Fund Checking	\$475.43
Building Fund CD	\$18,439.00

Rhonda gave Yvonne a new debit card from Northway Bank, attached to the RPL checking account. It is to be kept in a secure location at the library and is intended for Yvonne to use for sundry items where she would usually use her own credit card, then get reimbursed by the Treasurer. Yvonne will not be making purchases without prior permission from the trustees.

Rhonda made a motion to close the Building Fund Checking account (which receives no interest) and move the funds to the Building Fund CD for ease of accounting. There is no penalty for early withdrawal of money from the CD, if needed. Heather seconded the motion, all were in favor.

3. Librarian's Report

The library reopened today with 2 patrons. The self-checkout worked well and Yvonne felt safe with the multiple Covid protocols in place.

The program "Over the Headwall" was a huge success with approximately 100 people attending by Zoom. There was such interest in the next program by Squam Lakes personnel that an extra session had to be added on the same day. Ty Gagne has been booked for an author lecture about his latest book, "The Last Traverse" on October 6th, after the community read.

The summer reading program will be planned soon. Yvonne would like to have a workshop on Map and Compass.

Larry Jenkins built a beautiful plexiglass frame for the circulation desk. Signs were created for the entrance and hand sanitizer and gloves are available in the library.

All the library Trustee minutes are up to date on the website.

#### 4. Friends Group Report

Kayla informed the trustees that officers were officially elected on 12/21/20. 2 meetings have been held - on Jan 13th and Feb 10th. The goal is to meet monthly to revitalize the Friends and determine priorities and programming to support the library and trustees. They have paid for a Zoom account for the library and intend to be involved in the book and bake sale in the summer. Steve suggested that a social event could be held for the Friends members to get to know each other in the summer as Covid restrictions allow. The trustees thanked Kayla and the other officers for their enthusiasm and dedication to date. Liaison between the Friends and trustees was discussed - Heather will email the meeting minutes to Kayla for distribution and she and Steve will be contacts if questions arise.

#### 5. End of Term of Service for Steve (2018-2021)

Steve's term of service expires in March 2021. He has submitted his name for reelection, for which the other trustees are extremely grateful. Of note, Heather's term is 2019-2022 and Rhonda's is 2020-2023.

#### 6. Old, Continuing and Other Business

Covid-19 cases are decreasing locally and nationally.

The NHLTA Spring conference will be held on May 12th and 13th. The theme is "Embrace Change".

Yvonne requests a new computer for the office - the current one is extremely slow. The trustees authorized her to call Elvis Houle for suggestions and quotes.

Yvonne would like to pursue a system of sails to provide shade for the front of the library. She will contact Randy Meiklejohn, architect, for ideas.

Heather asked about volunteers being allowed back into the library - Yvonne said that they can work alongside librarians but not alone.

#### 7. The next meeting will be held on Monday, Mar 15th at 6.30pm.

There being no other business the meeting was adjourned at 7.50pm.

Respectfully submitted,

Heather Wiley, Secretary