

## **MONT VERNON LIBRARY TRUSTEE MEETING MINUTES —August 18, 2020**

**Attendees:** Bonnie Angulas, Trustees: Cindy Raspiller, Jane King, Jill Weber  
Also in attendance: John Quinlan, Eileen Naber Selectman: Kim Roberge  
Daland Library Trustees: Ann Dodd, Kirk Pomeroy and Pete King  
Conservation Commission: Peter Tedder, Judy Brophy, MaryJean MacGillivray,  
Cemetery Trustess: Lou Springer and Allyson Miller

Meeting took place on zoom. Meeting was called to order at 7:30

### **Agenda**

The meeting was called to order at 7:35. The agenda was approved as written. The minutes were approved. Jane moved that we accept the minutes as written. Jill seconded it and the vote was unanimous.

Anne complimented the library on all of their creative endeavors including the fabulous Summer Reading Program in spite of the Pandemic. They took it as a challenge and an opportunity! Trustees agreed it was the amazing staff's effort.

### **Special Topics**

Invited Conservation Commission, Cemetery Trustees and the Daland Trustees to join us and catch up with what is going on with the new library project.

Lou updated us on the **Forestry Management Plan**, called Forestry Stewardship Plan. Originally done through Bay State Forestry who have ceased their operation in NH. Project will continue with Full Circle Forestry. Created 18 plots, counted and identified the trees and will do a statistical analysis followed with a recommendation. Plan would be to mark trees this winter and do a harvest next year most likely in summer. Prices have stabilized for white pine and oak prices have gone down. Lou projects a 30-50k income to be split 75% cemetery and 25% library. Access would be off Grand Hill.

**Fundraising Updates** from the MVLCF. If we total up what is in the Library Capital reserves which include Daland Trust matching funds, what the Daland Trust has pledged towards the projects and what the Friends of the Library have pledged, there is already 1.23 million dollars in none MVLCF funds. The overall project, with current update, is 4.8 million dollars which does include the cost of the road. We have figured 200k for the road as an estimate. The foundation is using a target cost of 4.6 million for the entire project and to set fundraising goal. Foundation already has a little more than a million with Sherry Conyers' donation and are looking to raise another 1.2 to 2 million. Need a fundraising goal when writing grants and looking for other groups that fund projects like this, but the Pandemic has been a challenge. Allyson asked what the final fundraising goal was. Cindy answered we still needed 2.2 million, but looking at all of the details in the project, we may have to make some alterations.

### **Permits update**

Alteration of terrain permit, septic design permit and the wetlands permit arrived, thanks to the help of Meridian, the Cemetery Trustees and DSK. The permits remain available for 5 years.

### **Building Committee Report**

John met with Lou and Ben Crosby to go over the requirements. They are proposing phasing the road suggesting it go beyond the library site to the summit of the cemetery, so that later construction does not have an adverse effect. They discussed the base of the road so that the library can be begin in 2022 and construction crews can move up that property. They would like to be ready for bids by September. The recommendation is roughly 100 yards past the library. Cindy suggested to consider those things that need to be done at the same time as the base road is done, such as utilities. There may be some items that the library can fund for those things. Pete King asked if utilities can go underground, which was everyone's wish.

Kim presented the Selectmen's update: Ben had some initial numbers, but weren't applicable to our new road. Minimal discussion on possibly phasing in the 300-400K range which would include drainage etc. Ben is working with John via design, not representing Selectmen at this point.

Meeting concluded with guests at 8:35 and Library business began.

### **Staffing:**

Welcome back Madison Safer as our Library Assistant! Farewell to our teen library assistant Sofia! JoAnn is back from her staycation. Amy is on vacation next week in Maine.

Library Trustees approved a \$50 Amazon Gift Certificate for Sophia's going away gift. Jane made the motion, Jill seconded and it was a unanimous vote for Sophia's gift. Jane will purchase and Jill will wrap a basket.

### **Building Maintenance:**

Front top step has split further and has a lip that needs to be looked at. Anne agreed to take a look.

Furnace service done. Anne requested summer mowing bill from Jake.

Cleaning staff is being replaced. Last cleaning person has not been showing up. Building is currently being cleaned by staff. Selectmen will follow through especially now with COVID there is a standard.

### **Summer Reading Program**

Summer Reading Program wrapped up. The finale included gift bags generously sponsored by the Daland Trust with wonderful prizes beautifully packaged by JoAnn. We did curbside pickup and are still collecting reading logs. Readers: 98 families/200 kids — Books: Read 806

**ILL Update**— Returns have been taken. Expecting our books back this week. GOOD NEWS! Looking for mid-September opening for Inter Library Loan books. They have picked up books and returned a bucket of our books. Looks like all the libraries are planning on reopening.

### **Fall Programming**

September is Library Card Month.

Library is collaborating with Conservation Commission to explore Mont Vernon.

Adult Book Clubs: Morning club, Just the Classics with Amy, Black Books Matter starting with *Nickel Boys*, and a NEW Mystery Book Club.

Adult Crafts will continue all outdoors. There will be a lantern project and wreathmaking. Pins and Needles continues in back yard.

Rich Masters rescheduled NH Fish and Game program on NH Brook Trout

## **Children's Programming**

JoAnn is doing as much as she can outside. Junior Book Clubs will be an afterschool Zoom edition Story and a Stroll will be September only.

Halloween is still under discussion depending on the health of the town.

## **Updated Policies**

**Reopening Phase Three Draft** see attached  
**Mask Policy Draft** see attached

Library is approaching **Phase Three** of the reopening plan with a few criteria still to be met for our Sept. 8<sup>th</sup> target date. Some libraries are storing chairs and tables which we can't do. We decided computer was off limits.

Earle Rich will be making the modification to the circulation desk with Plexiglas due to be complete by next week by Earl Rich. Continued collection of required PPE. Many thanks to Kevin Furlong who has provided what the library needs. Bonnie has put together an updated behavior policy to add a mask mandate for service.

## **Phase Three**

Open our doors to limited numbers. Small space restricts us to (3) patrons in the building plus staff at one time.

No public meetings or programs in the building. Virtual only in this phase with limited outdoor programs and meeting.

No public computer access, no space for 6 foot distance.

Curbside Pickup will remain open for those who prefer or have no mask. Mask only inside the building.

We will resume to pre COVID hours to accommodate after school hours and after work. The staff will begin to work together again and we will be masked and practicing social distancing rules to the best of our ability in the limited space. Library will resume it's original hours and will be closed on Monday.

The health of the staff and community, specifically the Mont Vernon Village School, is critical to us staying in this phase and serving the community. If numbers rise in town, we will need to roll back into Phase Two.

Staff will be asked to self-monitor for COVID-19 symptoms and take a touch free temperature on arrival to all shifts. Bonnie will not replace the teen position for now. Everyone was able to be budgeted in with only one additional hour for Amy. Programming will be zoomed with Library background.

The meeting adjourned at 9:35. Next meeting is scheduled for September 1<sup>st</sup> @ 4pm to approve new policies.

*Respectfully submitted by Jill Weber—Secretary*