

MONT VERNON LIBRARY TRUSTEE MEETING MINUTES —May 19, 2020

Attendees: Bonnie Angulas, Trustees: Cindy Raspiller, Jane King, Jill Weber
Also in attendance: Eileen Naber, John Quinlan, Charlie Baker / Selectman: Kim Roberge
And guest appearance with Town Clerk, Belinda Yeaton for the virtual swearing in of Jane King

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

Meeting began with Town Clerk, Belinda Yeaton virtually swearing in Jane King as the re-elected Library Trustee. Belinda signed off.

Library Business

Reopening plan

Bonnie is expecting a statement from the Reopening NH Libraries Task Force on May 21st which offer fact-based recommendations. We meet next Tuesday discuss their recommendations.

For now Bonnie met with the staff and everyone agrees it should be a slow roll-out so they don't have to pull back services if the situation digresses. The state will have to meet certain criteria before opening can occur.

- Make sure they have everything they need for PPE in advance
- To come up with a single staff plan because it is impossible to stay 6 feet apart in the building with reduced hours.
- No one would be welcome in the library space yet. To modify the entrance of the building, by putting up the doors that are stored in the attic originally designed to close off that space, making it available for curbside. For maybe two days a week. Discussion about quarantining materials for two days in advance.
- Plan is to go to September and still provide the Summer Reading Program virtually.

We received the Library Cares Act grant for \$3000. This will help us be able to afford Hoopla which is a service that provides digital access to movies, audio and kindle to patrons allowing them to use their library cards. This would allow for Virtual Book Clubs. It is, however, a two-year contract requiring a \$2500 deposit in advance. It will also cover a Zoom account and money to advertise the new services.

Summer Reading Program

JoAnn proposed a 6-week program that would be partially virtual and partial takeaway. Her plan is for 6 takeaway crafts for 40 patrons. Hoping for a hundred families to participate. JoAnn will put together 100 cardboard box kits into which *The Random House Book of Fairy Tales*, 18 stories, will go as a gift to each family. There will be online material as well. We are waiting for registration software which Amy will be managing.

The question to the trustees is where to draw the funds to purchase the books which are the core of the kit. Toadstool will be able to get books for us at a 35% discount, 100 books for roughly \$1300. JoAnn's budget for the whole program is \$2000. Bonnie checked with Karen Mitchell who said we had

3 trust funds amounting to \$20k available to us for books. Bonnie would bookplate the books to credit the donor. Cindy asked because we weren't buying as many materials in this current situation, could that money come out of the budget line for books. She is not averse to using Trust fund money, but didn't want us to have money leftover at the end of the year, thus impacting next year's budget. It also could be a combination of both book budget and Trust. Charlie asked if monies could be fronted by the budget and go to the Trust later if needed. Eileen Naber added that we could actually apply for that money as late as November.

The trusts are as follows:

Hubbard Feys. \$3,237.24

Temple-Goodwin. \$11,672.75

Maude Smith. \$7018.62

MV Library Trust. \$24,331.55 "Books, magazines, magazine subscriptions and like materials for the general reading public; and for ... acquiring audio-visual aids and furnishing and purchasing similar equipment that will contribute...to the more effective functioning of the library."

Jane moves that we purchase 100 copies of *The Random House Book of Fairy Tales* for \$1300 for JoAnn's Summer Reading Program, the money to come from the book line initially and if that line needs to be replenished, we replenish it from one of the three trusts that are specifically for books this year. Cindy seconded the motion. The vote was unanimous. Bonnie will order in the morning and let Karen know how we would be paying for them. The timing will follow about 3 weeks into June. We are still waiting for the Library Cares Act money so we can access the software to do online registration. Amy will be the technical hand behind getting the Summer Reading Program launched as well as doing curbside.

Inventory is 90% done. Almost 1000 books have been pulled from the shelves. The friends are not interested in holding them for future book sales. We really don't have an outlet. DPW will be happy to dispose of them for us. Discussion followed about an option other than disposal and after much discussion realized there actually were no other options at this time.

Treasurer's Report

Bonnie said we are about half spent on the book line holding \$2200 for McNaughton (our leasing program) as the bill comes in October. This year's appropriation comes in May.

We received April invoice from DSK for \$800 which concludes the 2019 project work. Jane moved that we pay the invoice for DSK for \$800 dated May 18th to be paid out of the Library Building Expansion Fund. Jill seconded the motion and the vote was unanimous.

The second invoice we received was from Meridian, for \$932.95 for the meeting required to address permit amendments and clarification. Jane moved that we pay the invoice for Meridian for \$932.95 dated April 30th also to be paid out of the Library Building Expansion Fund. Jill seconded the motion and the vote was unanimous.

New Library Business

Cindy explained our meeting with DSK on April 28th and our ask for a plan of what we could do in 2020 that puts us in the best position to come to Town Meeting 2021. Understanding that what happens at Town Meeting 2021 will be somewhat dependent on the track of the Pandemic and the actions of the charitable fundraising as well. We wanted to discuss what could we be doing in advance to be better positioned to go out to bid for the actual project. We didn't quite get the clarity we needed, including pulling out the road portion. Cindy spoke with Erin who responded with a plan for July through September and October to November. This could put us in a position to go out for bid for the actual project after Town Meeting. Cindy thinks she and John should meet with them one more time.

Got news from Von Weber and they are not funding capital projects and we have to wait till fall.

Bonnie asked if there was any problem getting block fund grant for the road. Kim shared that Tim felt he wasn't being included in the sharing of information, from Wetland Permits approval to site walks. We explained that we had not included that in our last meeting notes because approval came on April 23, after our meeting. Question as to whether we have zoomed with Conservation Commission and Cemetery Trustees which have not. Jack's concerns lie with the cost of the road, that the length has changed and he thought it would be phased. Cindy said that the road was always headed to the Cemetery, with the library being on the way. Kim said Tim is looking for feedback and that they have not been kept apprised of our progress. Kim said she did not get an invite to last Library Trustee meeting, but she actually was on the email list dated April 19th. Cindy was certain Conservation Commission should have received the Wetlands Approval notification as there were changes made as a result of their input. Cindy will send Laurie a note asking that we be put on the Selectmen's agenda going forward. But agreed with the Pandemic and all meetings going virtual, communication may have been interrupted. Kim announced that the Selectmen will be putting forth their same plan for the Town Hall at the 2021 Town Meeting with no changes from 2020. Cindy agreed to organize a new site walk before the corn is planted and will send out invitations to everyone right away. Jill will check with the Pomeroy's to confirm the actual planting date.

John, Eileen and Kim left the meeting. The Library Trustees concluded the meeting with a date to meet next Tuesday to look over the State Library's recommendation for reopening.

The meeting adjourned at 9:50.

Next meeting is scheduled for Tuesday May 26th.

Respectfully submitted by Jill Weber—Secretary