

**Library Trustees Meeting – Minutes
June 12, 2020**

Called to order 3:45 pm

Present: Dawn Hall, Dana Cassell, Wayne Hall, Tom McCorkhill

Bills presented and paid:

Consolidated Communications - \$177.15 & \$88.38

Amazon - books - \$102.47

Amazon – DVDs - \$57.70

NHLTA – trustee dues - \$90.00

Treasurer’s Report:

Checking balance as of 06/12/2020 - \$6198.93

Savings balance as of 3/31/2020 - \$2337.04

Edward Jones Mutual Funds as of 05/29/2020 - \$23892.67

March Minutes – Dana motion to approve/Dawn second, Approved

June Treasurer’s report - motion to approve- Wayne, Dawn second, Approved

Mail – nothing noteworthy

Library circulation totals for March 2020:

Total circulations – 82

DVDs – 29

ILL – 4

Reference - 1

Computer users - 15

Total patron visits - 51

Visitors - 11

New cards issued – 1

Library circulation totals for April 2020:

Total circulations – 26

DVDs – 26

ILL – 0

Reference - 0

Computer users - 0

Total patron visits - 6

Visitors - 1

New cards issued – 0

Library circulation totals for May 2020:

Total circulations – 16
DVDs – 14
ILL – 0
Reference - 0
Computer users - 0
Total patron visits - 11
Visitors - 0
New cards issued – 0

Cash receipts - March - \$9.00 (used book sale and fax fees)
Cash receipts - April - \$150.00 (donations in memory of Marty)
Cash receipts - May - \$20.00 (donation for overdue books)

Web Stats for March 2020:

Website visits - 41
Unique visitors - 41
Page views - 71
Pages per view – 1.58

Web Stats for April 2020:

Website visits - 26
Unique visitors - 26
Page views - 48
Pages per view – 1.78

Web Stats for May 2020:

Website visits - 26
Unique visitors - 26
Page views - 54
Pages per view – 1.80

Calendar: nothing

Old Business:

Sign – agreed to order and discuss placement with selectboard

Dave has key and has continued with working on the model train display in the basement and “train” room

Tom will get signatures to complete notary appointment, order stamps, put up signs and promote on fb, will charge \$1.00 fee per signature.

Deck repairs – should begin in July per Denis

KBA grant was approved. We have until the end of 2020 to schedule program, not sure if there will be summer school this year, will try to coordinate with school for summer or fall.

New Business:

COVID-19 reopening discussed in light of Stay-at-Home changed to Safer-at-Home. Tom will have unannounced “soft” reopening on Monday, June 15th to make sure everything is all set with signage and cleaning. Discussed reopening guidelines put out by State of NH, CDC, ALA, and NHLA. Announced reopening for regular hours Thursday, June 18th with mask recommendation for patrons, patron number limit and patron time limits, quarantine returns at least 72 hours per CDC studies’ results.

Tom will research small library inexpensive online catalog options so we can begin automation process in anticipation of future pandemic closures and be able to offer curbside services in the event libraries are forced to close again.

Next meeting – agreed on date change to July 17th at 3:45pm, Tom will post to FB, door, post office

Meeting adjourned 4:25 pm - motion Dawn, Dana second

Respectfully submitted,
Wayne E. Hall

