

Peterborough Town Library Board of Trustees

Virtual Meeting

Draft Minutes

June 18, 2020

Meeting called to order: 6:00 pm

Trustees Present: Marcia Patten (Chair), Ron Drogy, Greg Kriebel (alternate), Deb Caplan (alternate), Libby Reinhardt (alternate)

Others Present: Corinne Chronopoulos (Library Director), Ron McIntire (1833 Society), Tina Kriebel (1833 Society), & Audrey White (1833 Society)

Motion for alternates to vote: **RD, MP**

Greg Kriebel to vote for voting for Karen Struthers

Deb Caplan voting for Ron Bowman

Libby Reinhardt voting for Laura Hanson

Roll Call

RD Yes

MP Yes

DC YES

GK Yes

LR Yes

Minutes from May 21, 2020 meeting accepted RD, DC

Roll Call

RD Yes

MP Yes

DC YES

GK Yes

Treasurer's report for April and May moved to July meeting.

Director's Report Highlights

The Library will be under budget at the close of FY20. Spending was reduced in all areas due to the impact of Covid-19.

Temporary Library updates:

Ducts were serviced and a filter added to the HVAC. Thermostat was replaced so AC could be controlled.

Outdoor sign has been installed. Drive-up book drop is on order.

Two more contractors will give an estimate for the bathroom. It needs to be renovated and made ADA compliant. Corinne is hopeful it can still be done by end of summer.

Corinne has measured out the space and established the safe location of everyone's workspace and confirmed a schedule for the next phase of reopening. All staff need to be 6 feet apart—this is tricky in the small space of unit 2. It is especially tricky because curbside service and item cleaning requires a good deal of space. Corinne has everyone's desk almost set and they are readying for opening to appointments for public computers by first week of July.

Corinne needs an administrative office and has found an affordable option in the Granite block.

When the library is ready to move to phase 4 of the plan, up to 20 patrons could be allowed into the temporary library at one time—1/2 of the fire code. Staff and public safety are the priority and moving to this phase will likely only happen if schools reopen in the fall.

The Governor [taskforce](#) document and the [NH Library taskforce](#) document offer guidance.

Review of Library Programs:

The library is currently offering the following programs. The attendance for May is in parentheses:

Storytimes – (4 sessions, 45 attending)

Teen book group (8)

Literary book group (9)

Weekly Tuesday tech class (3 sessions, 46 attending)

Weekly drop-in Tech help (4 sessions, 12 attending)

Short on time book group (8)

Library Home Companion via 1833 volunteers (LOTS of views)

Other Services:

Library began accepting back item returns on June 1st. All has gone smoothly. Items are quarantined for 72 hours, disinfected, and shelved. All the cleaning supplies needed and daily cleaning protocols are in place for the staff in both unit 2 and 9.

Library began Curbside service June 15th. The staff in charge of this are a fantastic team and are doing a great job.

Staff continue to write blogs with recommended reading. Check out last post [Talking about Race by Mary Hubbard](#).

Summer Reading will begin next week. We have a simplified plan with bingo and weekly activity suggestions for families.

Patrons are not currently able to browse the collection. We are working on creating different fun ways to intrigue patrons with book suggestions. This includes using social media, newsletters, and other printable lists. It's in the works but something that we are very interested in providing.

Town Meeting and the elections are coming up. The Library will be taking a very active role in getting out information about the vote to our residents.

Motion to approve rental of Admin offices effective July 1 RD, DC second

Roll Call

DC Yes

MP Yes

GK Yes

LR Yes

Motion to accept the Director's Report. DC, GK Motion Passed

Roll Call

DC Yes

MP Yes

GK Yes

LR Yes

1833 Society Report

NH Gives was extremely successful with over \$67,000 raised. The total to be raised is now \$260,000.55. The campaign has plans for closing out the final among.

Deb Caplan reports the Trustee 2:1 match for the Jim Grant naming opportunity will roll out in July. There will be announcements and social media etc. to let the public know about this opportunity.

Ron McIntire reports that the last Library Home Companion will be airing June 28th. It will be the final show.

Signage will be going up at the construction site to let people know the architect, construction manager, and show some renderings.

Old Business

The phased reopening interim service plan was reviewed again and approved with amendment to the criteria for moving to the next phases.

Motion to approve the amended interim service plan

DC moved

LR seconded

Roll Call

GK Yes

MP Yes

DC Yes

LR Yes

New Business

Antiracism Training

Corinne spoke about the library's responsibility, as a part of town government, to speak out in solidarity with all those who work to end racism.

She has asked the staff to participate in antiracism training. Assistant Director Mary Hubbard has stepped up to create the training and facilitate the discussion. Mary has created a 3-part series for the staff.

Corinne asked the Board of Trustees to participate in a session. Deb Caplan and Marcia Patten voiced their agreement. All present were happy to participate in the session and a date will be set by Corinne.

Student page position furloughed

Corinne had to furlough the four student pages due to Covid-19. The procedures and tasks have changed so dramatically, and the library now has a separate location for shelving, it no longer was feasible to keep pages working.

Motion to adjourn made at 7:05 LR, DC

Next meeting: Thursday, July 16 at 6:00PM

Respectfully submitted, Corinne Chronopoulos

