

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
JULY 15, 2020 @ 3:30 PM
JOHN F. CHICK ROOM
APPROVED MINUTES

ATTENDING: Chair Cheryl Littlefield, Mary Holmes, John Filson (via Zoom), Bruce Kennedy, Karen Lord, Christina McAllister, Patti Rau, Linda Smith, Peter Stevens (via Zoom); Susan Lee, Friends of the Library (via Zoom), Sloane Jarell, Library Director

CALL TO ORDER: Chair Cheryl Littlefield called the meeting to order at 3:32 PM.

APPROVAL OF MINUTES

June 17, 2020 Zoom Meeting: Motion by Linda Smith to approve the minutes of 6-17-20, seconded by Bruce Kennedy. The motion passed unanimously.

REPORT OF THE TREASURER: Cheryl Littlefield said the Treasurer's Report looks pretty good and is even up a little. She added that the Budget Drawdown at 48.89% looks good as well. The board agreed.

Motion by Patti Rau to approve the Treasurer's Report, seconded by Bruce Kennedy. The motion passed unanimously and the report was accepted and filed for audit.

LIBRARY DIRECTOR'S REPORT: Library Director Sloane Jarell reviewed her report with the board:

- Appointments to browse and use the computers started on July 8; attendance was slow in the beginning but is now starting to pick up. We are sticking to the 20-minute deadline for appointments.
- Due to a lightning strike that affected our well, the library had no water the Friday before the July 4 holiday. This was taken care of the Monday after the holiday.
- The ever-challenging air conditioner in the Children's Room is not working well. Repair people are coming to look at it, and if it can be fixed, we'll have it fixed. If not, we may ask for a cost to replace it.
- The computer that Sloane had thought was destroyed by lightning turned out to be okay after all, but it is shut off at the moment as we are using the two that are far apart.
- Department of Labor personnel will be coming next Tuesday for a walkthrough.
- Sloane is hoping that the roof will be done before the end of the month.
- Books are being donated off the Wish List, and as a "thank you," White Birch Books donated three books to the library.
- The Book Club will try to meet outside for their next meeting.
- We had Take-and-Make Kits for the children's summer reading program.
- Gordy will not be going on vacation after all.

- Sloane has submitted receipts to the town for COVID-19 reimbursements which total \$246.59 so far.
- As noted on the Budget Drawdown, the Supplies line is over 50%. Sloane is considering ordering some removable partitions to have at the desk.

GALLERY: Nothing at the moment. Peter Stevens offered to provide some artwork.

FRIENDS OF THE LIBRARY: Susan Lee gave her report to the board:

- The end-of-year tax documents have been filed.
- The year 2019 was highly successful, with 5 programs. The New Hampshire Humanities Council gave us grants of \$650 toward those programs.
- Donations totaled \$7,646.
- Book and card sales were \$1,256. At some point we hope to reopen the book sales.
- Direct financial support to the Madison Library totaled \$4,355, partly for the LED lights and new sound system in the Chick Room.
- The Friends purchased a movie license and paid the library's registration fee.
- The Friends had scheduled 5 programs in 2020, and up until now we have held one in person and one via Zoom. We were thinking of having some Zoom programs in the winter.
- The State Park pass has been budgeted for.
- The Friends are planning to purchase a Carol Batchelder Memorial Bench to be placed to the right of the entry where the Birch Tree used to be.
- The Little Library at the post office has remained open during the year; the remaining Little Libraries have not opened.

OLD BUSINESS – None.

NEW BUSINESS

Appointments Upstairs: Sloane said appointments are picking up and they are going well, with cleaning being done between visits.

Reopening – Limiting Building Occupancy: This was discussed and the consensus of the board was that it would be wise to “err on the side of caution” and to keep going with 20-minute appointments for another month and then to reassess. Sloane said she will also see what other libraries are doing.

Vacation Time and Quarantining: Not applicable at this point.

OTHER BUSINESS: None.

ADJOURNMENT: Motion by Karen Lord to adjourn, seconded by Bruce Kennedy. The motion passed unanimously and the meeting adjourned at 4:06 PM.

Next Meeting: August 19, 2020, 3:30 PM

Town of Madison, Board of Library Trustees
July 15, 2020
Approved Minutes

Respectfully submitted,

Patricia Ambrose
Recording Secretary
Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on July 17, 2020