

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
AUGUST 19, 2020 @ 3:30 PM
JOHN F. CHICK ROOM
APPROVED MINUTES

ATTENDING: Chair Cheryl Littlefield, Mary Holmes, John Filson, Angela Johnson, 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 3:37 PM.

APPROVAL OF MINUTES

July 15, 2020 Regular Meeting: Motion by Linda Smith to approve the minutes of July 15, seconded by Bruce Kennedy. The motion passed 8-0.

REPORT OF THE TREASURER: Treasurer Angela Johnson said our accounts are still in pretty good shape and are making money, with not too many expenditures. She said the Town is still taking care of books, but we will be getting money from the Friends. She said the Budget Drawdown is at 58.58% and we've had some maintenance expenditures, but everything else seems on track. Library Director Sloane Jarell said she is still waiting to hear about the grant for iPads and laptops and is hoping to hear by the end of this month.

Motion by Bruce Kennedy to accept the Treasurer's Report, seconded by John Filson. The motion passed 9-0 and the report was accepted and filed for audit.

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

- Our numbers are actually better than last year and e-books have doubled. The WiFi hours are definitely being utilized.
- We had 80 library visits last month and we're already up to 70 this month. We did better in total circulation in July than we did in January when we were open full-time, so things are picking up.
- Appointments to browse and use computers began on July 8.
- The coop to and from Madison is doing really well, but the interlibrary loan (ILL) borrowing is not up and running yet. The State Library may begin ILL borrowing after Labor Day.
- The roof is done and there were no major issues, it was just the way the beams settled. We were told we have about five years left on the Children's roof; Sloane will talk to the Town about this.
- The air conditioner in the Children's Room is still causing problems, and a new board has been ordered for outside.
- Repairs are already overbudget and we haven't been billed yet for the last repair, so this line will be overbudget.
- The downstairs rugs just got cleaned.
- One Book, One Valley has been postponed until next year.
- The Friends postponed their August program but they are hoping to do the October program via Zoom if neither the Chick Room nor the school gymnasium is available.

- Absentee ballots are available in the library. Susan Lee said there is a State website where you can check to see if they have received your absentee ballot.

GALLERY: None.

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

- Member dues and donations total \$2,260 year-to-date.
- Memberships are in two categories, individual and family; estimated total membership is at least 100 and may be up to 120-130.
- We have received a donation of \$500 from MacMillan.
- We have again received an anonymous donation of \$5,000 in memory of Kelly Connolly.

OLD BUSINESS: Appointment Updates: Sloane said appointments are increasing; today we had no appointments and four people were here before 3:00 this afternoon. It is getting busier. She said the Freedom library is open now for up to four people or one family. She said Chocorua is open for four at a time, and Tamworth is open by appointment but you can drop in with no more than ten people for up to 30 minutes. She said Conway is open by appointment in the morning and for everyone in the afternoon.

Reopening – Limiting Building Occupancy: Sloane said she didn't anticipate making any changes before Labor Day. She said she has not received any complaints. Christina McAllister asked if the library should be open when school is open. Sloane said it would be hard to turn a kid away. Several board members said the decision should be left to Sloane's discretion. Sloane said for people requesting the use of the Chick Room, we will revisit that after Labor Day.

NEW BUSINESS: Librarian Evaluation: Sloane pointed out surveys for board members to fill out and return to the library by September 11 for Board Chair Cheryl Littlefield. John Filson said a lot of the form is irrelevant for the last six months and he would like to see the Library Director get credit for the good job that she has done in dealing with the pandemic crisis. Bruce Kennedy asked Sloane if she could put together a list of things she has learned in relation to the pandemic. Angela Johnson said a lot of that is written in the policy.

OTHER BUSINESS: None.

ADJOURNMENT: Motion by Patti Rau to adjourn, seconded by Bruce Kennedy. The motion passed 10-0 and the meeting adjourned at 4:11 PM.

Next Meeting: September 16, 2020, 3:30 PM

Town of Madison, Board of Library Trustees
August 19, 2020 Draft Minutes
Respectfully submitted,

Patricia Ambrose, Recording Secretary

Recording Secretary

Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on August 20, 2020

Minutes approved: September 16, 2020

Library Board of Trustees

August 19, 2020

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