

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
OCTOBER 21, 2020 @ 3:30 PM
JOHN F. CHICK ROOM
APPROVED MINUTES

ATTENDING: Chair Cheryl Littlefield, John Filson, Angela Johnson, Mary Holmes (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 3:30 PM.

APPROVAL OF MINUTES

September 16, 2020 Regular Meeting: Motion by John Filson to approve the minutes of 9-16-20, seconded by Karen Lord. The motion passed unanimously.

REPORT OF THE TREASURER: Treasurer Angela Johnson said we have the August and September financial reports. She said we received a \$200 donation in August, and in September we made some money on dividends but the market went down a little. She added that in September we received \$1,300 for books from the Friends of the Library, and we have gone through at least half of that by now. She said the Budget Drawdown as of the end of September shows that we still have money to spend by the end of the year. Library Director Sloane Jarell said she does have plans to use those funds for things like postage and she noted that we are over in some areas such as supplies. Angela said the funds for professional development probably won't be used now.

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

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

- We opened to the public on October 1 without appointments but with limited capacity. The library staff were a little surprised to learn that appointments had been a barrier for people, even though we never turned anyone away. So far things are going well and we are holding to a capacity of 9 to 10 people at a time and a suggested time limit of 30 minutes, but that is just a guideline.
- The Chick Room has been closed for meetings and Sloane's preference would be to keep it closed and then to revisit the issue in December and set up guidelines about using the room. Peter Stevens said he thought that was an excellent proposition, and Cheryl Littlefield agreed.
- The Friends have offered to purchase air purifiers for the library.
- Next week on October 29 the Friends will present a New Hampshire Humanities Program called "In the Evil Day."
- In November there will be another program in conjunction with the Madison Church and the Cook Library called "Traces of the Trade."
- The budget was submitted and we have not heard anything back yet.
- The Co-op has been meeting every month now and it is very helpful to meet with other libraries.
- There are books lined up on the table in the Chick Room and there will be an ongoing book sale every day.

Cheryl Littlefield said the statistics look pretty good considering that we weren't open.

GALLERY: Nothing yet. Peter Stevens will bring something.

FRIENDS OF THE LIBRARY: Susan Lee said it rained the day of the book sale, which was held in the new tent. She said we had 38 customers and we made \$134.75. She said people seemed appreciative of having the sale, and the tent is a wonderful addition which the library should find quite useful. She said the Friends' annual meeting (via Zoom) is set for October 29 and participants must register through the library website. She said we still have money budgeted for the library and we have agreed to purchase the air purifiers. After discussion it was agreed that Sloane would order the air purifiers. Karen Lord said filters are separate and she suggested buying those as well.

OLD BUSINESS:

Budget Planning (Due to Town September 23): Cheryl said it's a zero budget, so we probably won't hear anything.

NEW BUSINESS: None.

OTHER BUSINESS: None.

ADJOURNMENT: Motion by Bruce Kennedy to adjourn, seconded by John Filson. The motion passed unanimously and the meeting adjourned at 3:52 PM.

Next Meeting: November 18, 2020, 3:30 PM

Town of Madison, Board of Library Trustees
October 21, 2020

Approved Minutes
Respectfully submitted,

Patricia Ambrose
Recording Secretary

Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on October 22, 2020.