

**GEORGE HOLMES BIXBY MEMORIAL LIBRARY
MINUTES FOR MEETING OF THE BOARD OF TRUSTEES
Tuesday, July 7, 2020
4:00 Via Zoom**

In Attendance: Jan Hicks, Chair; Mindy Pobst, Secretary; Dave Luther, Trustee; Peggy Merrow, Trustee; Moe Baptiste, Trustee; Daryl Hazel, Alternate Trustee; Laura Abrahamsen, Library Director; Chloe Kipka, Children's Librarian

Members of the Public: none

Meeting convened: 4:05

I. Approval of June 9, 2020 meeting minutes

Jan moved, Dave seconded, and the June 9, 2020 minutes were approved.

II. Librarian's Reports

A. Finalization of Reopening Plan

Laura thanked Trustees for support in developing and implementing the plan. As of 7/7/20 (today) the library is now in Phase 3. She encouraged the Trustees to vote on adopting the proposed plan so it can be a formal document. **Jan moved, Mindy seconded, and the GHBML proposed plan for reopening was approved.**

The safe resumption of programming was considered. It is likely that factors such as using the Town Hall, taking reservations, regulating social distancing, providing masks, having hybrid presentations (both virtual and in person) will all need to be implemented.

B. Biblionix

Laura is pleased with Biblionix and recommended that it be purchased.

Jan moved, Mindy seconded, and it was approved that Biblionix be purchased and implemented with a target date of 8/1/20 using the 2500.00 deposited in Trustees account from CARES ACT.

C. Children's Librarian – Chloe

1. Summer Reading

Chloe reported that the Summer Reading program is in full swing. Participants are required to read 500 minutes over the course of the summer. She described the details of participating and rewards for involvement.

2. StoryWalks

During the next 2 weeks, Chloe will work on creating a rotating consortium of story walks in Francetown. Trustees will help by recommending community members who they consider would be good participants.

III. Treasurer's Monthly Report

Mindy moved, Peggy seconded, and the Treasury Report was approved.

IV. Ongoing Business

A. Trustees' Suggestions

Mindy suggested identifying the outside Book Drop for easier identification. Dave would like to revisit creating a new website. Laura plans to focus on migrating the library system to Biblionix and its implementation. She hopes to examine what is involved in the website creation in September/October with the goal of possibly having it operational in 2021.

B. Status of Response to Annual Fire Safety Inspection (David)

Dave has met with Bruce Harrington to develop a list and plan to address the issues. Most of the solutions involve the purchase of new equipment. Dave's latest directive to Bruce was that he should work directly with Laura to address the issues.

Dave was successful in fixing the fire door on the second level. He discovered (with the help of a contact at Belletetes) that the box on the top of the door contains all the necessary hardware for making adjustment.

C. Other

V. New Business

Laura offered \$100.00 to the Trustees to buy the dehumidifier that is currently in the attic (still in its box and not being used). This will be discussed at the August Trustee meeting.

Peggy suggested purchasing a subscription to a streaming service. Laura does not consider this feasible until the Broadband in the area is improved. This will be explored in the future based on the findings of the Town Broadband Committee. When and how the Board should meet was discussed. **Jan will check with Jamie about a hybrid option for meeting.**

VI. Public Comment

No public comment

VII. Adjournment

Mindy moved, Jan seconded, and the meeting was adjourned at 5:12pm.

Next meeting: Wednesday 8/5 at 4 pm

These minutes submitted by Mindy Pobst

Under the emergency provisions of RSA-91A, and the orders of the Governor under Executive Order 2020-04 Emergency Order #17, one or more members of the Board of Selectmen may be attending this meeting electronically.

*In order to participate, go to <https://zoom.us/j/432154498>
Or participate via telephone (929) 436-2866 or (213) 338 8477
Meeting ID: 830 3278 9063
Password: 405221*

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