



Weare Public Library
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Board of Trustees

Brenda Cannon, Chairwoman
Josh Hilliard, Treasurer
Mark Carey, Secretary
Heleen Kurk, Alternate
Diann Couture-Smith, Alternate
Thelma Tracy, Director

-- Approved Minutes --

Minutes

Board of Trustees Meeting

Thursday May 7, 2020

Conducted via teleconference

Present: Trustees: Chairwoman Brenda Cannon, Secretary Mark Carey, Treasurer Josh Hilliard. Acting Director Thelma Tracy. Alternates: Heleen Kurk, Diann Couture-Smith.

The meeting was called to order at 6:59 pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes from April 2, 2020 were reviewed. There were minor typographical errors noted and changes made. Chairwoman Brenda Cannon moved to accept the minutes for the April meeting. Alternate Heleen Kurk seconded the motion. All present were in favor. The meeting minutes were accepted.

Public Session:

In view of the current situation re: Covid-19, Library shutdown and general shelter in place being practiced by Weare town residents, the Board decided to suspend the public session until further notice..

Director's Report:

The Director's Report for the month of April 2020 was reviewed. Acting Director (AD)Thelma Tracy presented data of the past month's operations.

Acting director Thelma Tracy then presented tentative plans for reopening the library once the shelter in place guidelines have been rescinded. Three opening plan touched on the following subjects:

- Instituting a phased reopening.
- Coordinating with the town emergency manager Robert Vezina Jr.
- Investigating sources for plexi glass screens at the main desk in the children's desk.
- Bins have already been ordered for collecting returned books and holding for decontamination.
- Personal protective equipment was discussed for both library staff and library patrons.
- The discussion also included the purchase and installation of hand sanitizing stations throughout the library.
- The very first phase of the reopening will likely be limited access to the lobby only for patrons to drop off books that were borrowed months ago before the library closed.

- We also discussed when to resume loaning out library laptops and how to assure that they are properly sanitized when they are returned.

Chairwoman Brenda Cannon moved to accept the Directors Report for May 2020 alternate Heleen Kurk seconded the motion. All present were in favor.

Old Business

Director search completed.

New Business:

- There was a message from Connie Evans stating that she wants confirmation to order the plaque and tree for Mike's memorial.
- There was discussion about the pros and cons of joining the New Hampshire library trustee Association. There is money in our budget to pay the dues for any trustee who wishes to join.
- Keep the " Jack's Little library" memorial on the radar.
- Summer programs were discussed looking into the availability of performers who can give virtual presentations.

No further business to discuss, Chairwoman Brenda Cannon made a motion to adjourn; alternate Diann Couture-Smith seconded the motion. All present were in favor. Meeting adjourned at 8:01 pm.

Next meeting is Thursday June 4, 2020 at 7:00 pm

Respectfully submitted,
Mark M. Carey, Secretary