

## **Langdon Library Board of Trustees Meeting Minutes November 19, 2020**

This meeting of the Langdon Library Board of Trustees was held at town hall.

**Meeting called to order** by CH at 1:33 PM

**Present:** Trustees Catherine Hazelton (CH), Jack O'Reilly (JO); David Turbide (DT), Lillian Wilson LW), Peter Welch (PW); alternate Lee Lamson (LL); Library Director Lara Croft Berry (LCB)

**The first order of business** was to approve the minutes from the October 15, 2020 meeting. Moved by LW, seconded by CH, minutes approved 5 – 0.

**Treasurer's Report:** LW and LCB reported that spending is in line with the budget and the previously stated intention to decrease outlays by 10% for the year. We have been notified (in June) that we could expect \$2,081.74 in CARES act money for supplies reimbursement but have not received it yet.

**Director's Report:** iClean has not been responsive to our complaints about the lack of thoroughness of the cleaning visits. LCB is looking for another cleaning service. Brookside Mechanical has not returned repeated calls about installing the bipolar ionization air cleaner so LCB will search for an alternate supplier. Kevin Martin is catching up with the maintenance items on his list – cleaned the gutters, fixed broken trim, etc. The staff is investigating the possibilities for off-site programs for adults following the success of the children's programs.

**Parking Lot Update:** Although it was probably not necessary, the select board voted to encumber the funds for the parking lot expansion so they can be used in 2021. We thank them for this vote of support.

**Town Fountain (aka “The Urn”):** A letter was sent to each member of the HDC but there has been no response as yet. It's too late in the year to do the repair work anyway. The urn has been tarped for the winter.

**Reopening Plans:** Current open days (by appointment) are Tuesday, Friday, and Saturday. Many NH libraries are considering reverting to curb-side only or closing due to the recent COVID surge. Langdon feels that adequate safety measures are in place and, because Newington is not seeing new cases, we are not planning to change our service status at this time.

**No policies to review. No donations to accept.**

### **Non-Public:**

At 2:27PM, CH moved and LW seconded a motion to initiate a non-public session. Passed 5-0.

At 2:39, the non-public session was ended. Moved by DT, seconded by LW, passed 5-0.

At 2:40, it was moved to seal the minutes of the non-public session in perpetuity. Moved by DT, seconded by LW, passed 5-0

The board voted to approve the employee bonus amounts for this year per the discussions in the non-public session. Moved by JO, seconded by DT, passed 5 – 0

Note that JO left the meeting at 2:42 PM

**New business:** The by-laws have not been reviewed or updated for some time so the trustees decided to have a look. In the by-laws themselves it states “These by-laws may be amended at any meeting of the board... provided that written notice of the proposed amendment(s) shall have been mailed to the usual address of each member of the board and posted in two appropriate public places at least 10 days prior to the meeting at which such action is proposed.” The board completed an informal review of the current by-laws and identified several minor wording changes are appropriate. The intention to amend the by-laws will be published as required and the board will formally consider the amendments at the next meeting on Monday, December 14.

**Board meeting adjourned** - moved by DT, seconded by CH, passed 5-0 at 3:08 PM

**Next Meeting:** Monday December 14 at 1:30PM, location to be determined.

Note that the budget committee will review the library budget on December 9 at 6:30 pm

**Respectfully Submitted:** David A Turbide, board secretary