

Newbury Public Library
Newbury, NH
Library Board of Trustees Meeting Minutes

Date: June 2, 2020

Type of Meeting: Business meeting conducted by video conference

Attendees

Library Staff: Lea McBain

Trustees: Jeanne Palleiko, Helen Wright, Patricia Sherman, Lynne Tuohy (joined at 11:31 am)

Voting Alternate Trustees: Ken Tentarelli

Call to Order: The meeting was called to order at 11:15 am

Pandemic Policy

Lea reported that the policy had been review by the town attorney. A motion was made (Patricia), seconded (Jeanne) to accept the proposed policy. Patricia, Helen, Jeanne, and Ken voted in favor of the motion by roll call vote.

Employee Symptom Check and Health Info Document

The town attorney recommended that employees do symptom checks at home. The New Hampshire Governor's Economic Re-Opening Taskforce guidelines require that symptom and health checks be done upon entry to buildings. The document meets both criteria. A motion was made (Ken), seconded (Jeanne) to accept the proposed document. Patricia, Helen, Jeanne, and Ken voted in favor of the motion by roll call vote.

Phased Re-opening

(Lynne joined the conference at this time)

The New Hampshire State Library advises that re-opening documents distributed to the public not forecast future phase commitment; therefore, only stage 1 porch pickup information will be released to the public.

Materials returned to the library will be quarantined in accordance with Library Association recommendations.

Materials requested by patrons will be distributed in paper bags provided compliments of Hannaford.

Upon acceptance of this policy, the library will re-open for stage 1 service on Monday, June 8. Per advice received from the town attorney, in later stages, patrons will be strongly advised to wear masks, but will not be required to do so. Masks will be provided for patron use. Staff will be required to wear masks and may wear face shields if they wish. Both masks and shields will be provided for staff use.

A motion was made (Jeanne), seconded (Patricia) to accept the proposed policy and authorize Lea to change the quarantine interval when new information becomes available. Patricia, Helen, Lynne, Jeanne, and Ken voted in favor of the motion by roll call vote.

Implementation

A re-opening FAQ will be posted on the library website. Re-opening information will be advertised in local media and possibly on the police department lighted sign.

At 11:44 am a motion was made (Helen), seconded (Lynne) to adjourn. Helen, Lynne, Jeanne, and Ken voted in favor of the motion by roll call vote.

Respectfully submitted, Kenneth Tentarelli