

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

-Draft-

Date: November 9, 2020

Type of Meeting: Business meeting posted for public attendance and conducted by video conference

Attendees

Library Staff: Lea McBain, Laura Pezone

Trustees: Jeanne Palleiko, Patricia Sherman, Helen Wright, Elizabeth Courant, Lynne Tuohy

Non-voting Alternate Trustee: Ken Tentarelli

Call to Order: The meeting was called to order at 3:33pm

Meeting Minutes

A motion was made (Jeanne), seconded (Patricia) to accept minutes of the October 5 meeting as distributed. Patricia, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote.

A motion was made (Patricia), seconded (Helen) to accept minutes of the October 19 meeting as distributed. Patricia, Jeanne, Elizabeth, and Helen voted in favor of the motion by roll call vote. Lynne abstained.

Treasurers Report

Steps taken to cope with covid 19 have resulted in expenditures for cleaning, advertising, and postage being above budget levels. All other line item expenditures and total expenditures are below budget levels.

A motion was made (Lynne), seconded (Helen) to accept \$140 in unanticipated income. Patricia, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote.

The library director proposed the following additional expenses:

- \$1200 for year 2021 Park Street downloadable books fee
- \$2000 additional for Hoopla (A subscription to Hoopla downloadable materials, instituted to provide services during covid 19, has proven very popular with patrons, so the initial subscription amount is nearly exhausted and must be supplemented for the service to continue.)

- \$3400 for computer upgrades (This would support two MacBook Pro computers at \$1200 each and one Windows computer at \$1000. The town administrator agreed to having the town pay for one additional computer.)

The treasurer believes these new items can be supported by the existing budget and the town Finance Director believes these changes are appropriate.

Directors report

Statistics are as expected with digital services expanded from previous years and in-person services diminished due to covid-19.

Despite the increase in covid-19 throughout the state, guidance for libraries has not been forthcoming at the state level. If cases increase in the Newbury area such that conditions are deemed unsafe for the staff, it may be necessary to revert to porch-pickup-only operation.

The Friends have donated \$4000 toward the library expansion and intend to donate an additional \$3000 in the future for a specific purpose to-be-determined.

Betsy and Helen will work with Lea to review library policies and propose updates to the Trustees.

Jeanne and Pat will create wording for the library expansion warrant article. The warrant article and the 2021 library budget will be presented to the Select Board at their December meeting.

Foundation Report

\$321,393 has been received in pledges and cash toward the building expansion. This includes \$15,000 pledged from Bar Harbor bank, \$100,000 contingent on warrant article approval in March, and \$16852 applied toward the \$25,000 matching grant.

It will be several more weeks before funds are received from the Duck Drop.

At 4:32 pm a motion was made (Patricia), seconded (Lynne) to adjourn. Helen, Lynne, Jeanne, Elizabeth, and Patricia voted in favor of the motion by roll call vote.

Respectfully submitted, Kenneth Tentarelli