

Pease Public Library

Board of Trustees

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Date: February 17, 2022, 4:00pm-

I. **Call to Order**

- a. Roll call, introduction of guests, approval of agenda- Bridget called the meeting to order at 4:00. In attendance were Charlene Whitman, Doug Grant, Amey Bailey, Bridget Powers, Quentin Blaine and Diane Lynch. Quentin motioned to accept the 1/20/22 meeting minutes with a minor correction (Quentin's name was not included as attending), seconded by Charlene. All in favor.
- b. Correspondence- none
- c. Public Comment (as allowed by Chair)- none

II. **Reports**

- a. Financial (see statements). Quentin reconfigured his budget report to include better tracking for grants received.
- b. Director's Report-
 - i. Circulation Statistics- see director's report
 - ii. Personnel –Non-public Non-public session Bridget moved to enter a non-public session at 5:00 PM, seconded by Quentin and Doug, and all in favor by roll call vote. A motion to leave the non-public session was made by Quentin seconded by Charlene at 5:32pm and all in favor by roll call vote. A motion to seal the minutes was made by Quentin and seconded by Bridget and all in favor by roll call vote.
 - iii. Programming – Collaborative Zoom programming w/PHS, postponing in-person youth programs still? See action items below.
 - iv. Maintenance – Fire/Sprinkler system dry head replacement project: *delayed opening to the public on Friday Feb 18 until noon*, Elevator inspection due in Feb. has been postponed. New elevator company contracted. Elevator maintenance has been shifted to Otis.

III. **Action Items:**

- a. **Will the Trustees accept the \$4364 in Durgin funds, \$250 from NH Humanities and \$32 in other donations for a total of \$4646?** Yes. Doug motioned to accept donations totalling \$4646, seconded by Charlene and all in favor.
- b. **Will the Trustees vote to keep a temporary mask mandate at the library? Yes.** Quention motioned to keep the temporary mask mandate, to be in keeping with other town buildings, seconded by Charlene and all in favor. In addition, the

trustees agreed that in keeping with current CDC Recommendations, the mask requirement will be extended for children ages 2-5, not as required but as strongly recommended.

- c. **Will the Trustees keep a temporary suspension of in-person youth programming at the library?** No. The trustees agree to resume in-person, youth programming, at the discretion of the director.
- d. **Will the Trustees vote to research and adopt by-laws for themselves if found they do not currently exist?** YES, Charlene motioned to research and adopt/develop by-laws, seconded by Quentin and all in favor. First step to check with Winnie to see if they already exist in some form.
- e. Discussion regarding mask exemptions confirmed by Safety Director Scott Weden that exemptions must be honored by the patron's request, without documentation required.
- f. Discussion regarding an incident of theft of books from the hold area in the vestibule. Trustees agreed that action is within the director's purview to address as they see fit. Trustees agreed that enacting a no trespassing order would be an appropriate action.

IV. **Announcements-** Quention announced that he plans not to run next year when his term is up and hopes that Doug will work with him through the coming year to transition to the role of treasurer.

V. **Next Meeting Date:** March 17, 2022 @4:00 pm

VI. **Adjournment** the meeting was adjourned at 5:15pm