

**Peterborough Town Library Board of Trustees**

**Virtual Meeting**

**Draft Minutes**

**July 16, 2020**

**Meeting called to order:** 6:00 pm

**Trustees Present:** Marcia Patten (Chair), Karen Struthers (Treasurer), Laura Hanson (Secretary), Ron Bowman, Ron Drogy, Deb Caplan (alternate), & Libby Reinhardt (alternate)

**Others Present:** Corinne Chronopoulos (Library Director), Ron McIntire (1833 Society), Tina Kriebel (1833 Society), & Audrey White (1833 Society)

**Minutes from the June 18, 2020 meeting accepted RB, LH**

**Roll Call**

**RD Yes**

**MP Yes**

**LH Yes**

**RB Yes**

**KS Yes**

**Treasurer's report from March thru June, 2020 accepted RB, LH**

**Roll Call**

**RD Yes**

**MP Yes**

**LH Yes**

**RB Yes**

**KS Yes**

**Director's Report Highlights**

Corinne reported that the library is closing the fiscal year significantly under budget. Expenses were reduced because of Covid-19 and planned reduced spending. The FY2021 budget as it was approved in January 2020 during the regular budgeting process was approved by the town in July. She noted that this budget included funds for the move which was already completed in FY2020.

The library trustee bank account, from which revenue to the town is paid, will have an ending balance of \$58,844. This puts the library in a good position to fulfill the budgeted revenue for next fiscal year. The library budgeted \$77,765 for FY21 revenue to cover the expenses of the movers and rent of the temporary space which at the time of the budget process was still

unknown. This allowed the library to keep its budget flat. Since the move was paid for in FY2020, Corinne will recommend to the Board that the budgeted funds be spent in other ways during FY2021.

Corinne recommended that the bathroom in the temporary library not be renovated, because four contractors have turned down the work and it is unclear when the library will move to phase 4 of the reopening plan. At this point, the space is not open to the public and doesn't require a public bathroom. It doesn't make sense to do an expensive renovation for less than 12 months of service to the town. Other libraries in the area are opening but not opening their bathrooms because of safety concerns and not having the staff keep them clean at the required level. The Board supported the recommendation.

The temporary library is finally set-up and the staff are happy with their workstations and are flexible as new services are added as the library re-opens. Corinne is pleased with her new office in the Granite Building.

The Director's report was followed by a discussion of voter application forms and the process for getting them.

**Motion to accept the Director's Report. RB, RD Motion Passed**

**Roll Call**

**RD Yes**

**MP Yes**

**LH Yes**

**RB Yes**

**KS Yes**

**1833 Society Report**

Audrey White reported that the capital campaign committee currently needs to raise \$225,634 to meet their goal. A sub-committee is developing a plan to raise this amount. Two additional sub-committees have been formed to assist Corinne. They are an interior design and furniture committee which will be headed-up by Tina Kriebel and a recognition of donors committee which will be chaired by Audrey.

Recently the capital campaign committee learned that it is one of five recipients of a \$50,000 EBSCO solar grant and the first library in New England to receive this type of grant. The money will be put towards the new library's solar array.

**Old Business**

**Phased Reopening Plan** – The library will shortly be entering the phase three stage where the library will be open for the use of the public computer on a reservation basis. Corinne is now thinking about how to plan for adding evening and weekend hours.

**Anti-racism Training** – The library staff has recently completed a three-part anti-racism training program facilitated by Mary Hubbard. Corinne would like the trustees to participate in a similar, shorter version of the program which would be one session. Mary has created a syllabus with

two exercises, and will provide articles to read and two videos to watch. The training will take place on July 30<sup>th</sup> from 5:00 to 6:30 pm via Zoom.

### **New Business**

Corinne is planning a “big read” of Austin Channing Brown’s book “I’m Still Here.” The goal is to get as many people as possible to read the book, followed by a public conversation. The program is in partnership with efforts by the Town to acknowledge systemic racism and explore these issues.

**Motion to adjourn made at 7:30 RB, LH**

**Next meeting: Thursday, August 13 at 6:00 PM**

Respectfully submitted, Laura Hanson