

Peterborough Town Library Board of Trustees

Virtual Meeting

Draft Minutes

May 21, 2020

Meeting called to order: 6:12 pm

Trustees Present: Marcia Patten (Chair), Laura Hanson (Secretary), Ron Bowman, Ron Drogy, Greg Kriebel (alternate), 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 April 16, 2020 meeting accepted RB, RD

Roll Call

RD Yes

MP Yes

LH Yes

RB Yes

Treasurer's report for April moved to June 18th meeting.

Director's Report Highlights

The move to temporary space is nearly complete. Over the last three weeks, the staff and Above and Beyond movers have moved the entire collection into a second warehouse space at Monadnock Plaza and the furniture and shelving required for a temporary library location. To prioritize safety, Mary and Corinne moved with a skeleton crew of library staff and asked everyone else to stay home and work remotely. Two of the library staff are organizing and relabeling the collection so it is optimized for curbside delivery and patron holds.

Corinne said the process has been very difficult and expressed her gratefulness to the Board for their confidence in her and the staff to get the move done and to make necessary decisions during the pandemic.

She reviewed with the Board the virtual platform of services and programming which is extensive. She highly complemented the staff, stating that everyone has taken on an enormous change to their workflow and continue to provide a high standard in library services. She said the accomplishments in the last few months, with both the shift in services and the move, have been incredible.

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

Roll Call

RD Yes

MP Yes

LH Yes

RB Yes

1833 Society Report

Ron McIntire reported that building committee continues to work hard on the capital campaign moving forward. They have recently received two \$10,000 gifts and \$329,546 still needs to be raised to meet their goal.

The committee has been spending a lot of time on the Library Home Companion virtual talent show. There was a second show on May 17th and a third show is in the planning. The show has been very well received.

Deb Caplan and Tina Kriebel have been working hard on the upcoming NH Gives fundraising event which is scheduled to begin at 6 pm on June 9th and will end at 6:00 pm on June 10th. They are hoping to meet last year's amount or, hopefully, exceed it. There is already a \$5,500 in matching funds. Tina will be in touch with all Trustees individually about setting-up a fundraising page to help promote to friends and family.

The groundbreaking in early June will be virtual with Corinne and Rodney Bartlett standing in front of the building with a pile of sand and shovels and wearing hardhats. Individuals from the community have been invited to send a photo or video which will become part of a virtual montage that will be shared on the library's website. Marcia will personally ask Pam Brenner and the Lions to send a photo or video.

Corinne and Tina are in regular contact with Harvey Construction about the project.

Old Business

Libby reported that the old library model and antique reference desk have been moved from the garage. Posy Bass took the desk and she will also take the model at some point. Right now, it is being stored in the Kiwanis building.

Right now, 15 oil paintings are being stored in offices at Depot Square for the next year and Corine asked for the Board's approval to continue with this arrangement.

Motion to store library's oil paintings in Depot Square offices for the duration of the project. MP, RB Motion passed

Roll Call

RD Yes

MP Yes

LH Yes

RB Yes

New Business

Pandemic Interim Service Plan – Corinne reviewed all five pages of the Pandemic Interim Service Plan. The number one priority of the pandemic service plan is the safety of the PTL staff and library patrons. Discussion followed.

Pandemic Policy – Corinne reviewed the Pandemic Policy which defines the criteria for closing the library, guidelines for reduced staffing and employee compensation, provisions for staff and public safety measures, identifying critical services, and details of the communication plans for staff and the public.

**Motion to approve the Pandemic Interim Service Plan and the Pandemic Policy. RB, RD
Motion passed**

Roll Call

RD Yes

MP Yes

LH Yes

RB Yes

Motion to adjourn made at 7:30 RB, LH

Next meeting: Thursday, June 18 at 6:00 PM

Respectfully submitted, Laura Hanson