

Brown Public Library Board of Trustees

Minutes - 7/21/20

Present: Maryann Beaupre [President/Chair], John Stevens (Treasurer), Tossy Garrett (Secretary taking minutes), Gail Hall (MAL), Kelli Anne Sutton-Bosley (MAL), Dale Kunkel (MAL), Sherri Brickey [Director].
Absent: Cyndy Bushey (Vice President).

4:05- Meeting called to order by Maryann.

4:06- Approval of Agenda No additions or questions.

4:07- Approval of Previous Minutes. No discussion. John moved to accept June minutes, Gail seconded; voted & moved.

4:10- Treasurer's report. We finished our fiscal year on June 30th, and we came up 6,000 short, however we did not take all 17K from the Moot money we had budgeted. So taking that into account we were 11K ahead of budget. Part-time wages were the only item with a difference. We budgeted accordingly for this coming year. The town didn't send our check this week, it will come (along with next month's) come on Friday, so John took 4K out of the Moot fund to cover payroll in anticipation of the first fiscal year check being later, then had to take another 3K out of a CD because the town check was later than expected. Sherri wondered if the checking account is linked to a savings account for overdraft protection- John advised that it was not. He also said that town employees got a 2.4% raise. The town gave a 3% raise but also raised the amount they put in for insurance... so the 2.4% for our employees matches the net town rate. Otherwise things are going as expected. Dale moved to accept the Treasure's Report, Kelli Anne seconded; voted and moved.

4:22- Librarian's Report. The library has been staying steady with curbside pickup and delivery, and Sherri has been waiving all fines during the pandemic since schedules are less predictable now. We had issues with the air conditioner circulator, but that was fixed right away. Sherri just picked up the sneeze guard for the checkout station, which we were waiting on for the next phase of opening. The Interlibrary Loan courier system has started again and is being used by patrons. We are continuing to order books for patrons, and all books are being delivered to Sherri's house since the library is locked. The virtual youth programs are still going, and are fairly well attended. Sherri and Rebecca are thinking about holding storytime outside in the treehouse while the weather is nice. It would be by preregistration and with marked areas to help with distancing for up to 5 families. We discussed risks and benefits and decided that August would be a good month to try it while the weather is nice, and will extend beyond as long as the situation permits.

4:50- Old Business

- 1) COVID-19 DISCUSSION:** We are still in Stage 1. Everybody is back to work except one part-time employee. Looking forward to Stage 2, we now have the sneeze-guard and talked last month about allowing people in by appointment for a half-hour each visit. Sherri thinks 4 people at a time would be a good number, starting with limited hours 2-3 days per week. The restroom will not be available. Two computers will be open for use (computer users will be counted toward the 4 person limit). Sherri is thinking about starting next week for just two days, then move to three days after a week or two if there is demand. The board agreed it was a good starting point, since Sherri is comfortable with the proposal. Sherri was wondering about allowing kids; the board thought it should be Sherri's decision and based on her comfort level.

5:06- New Business:

1) Re-Opening Steps: See above.

2) Other Business: none.

5:06- Public Comment: no public present.

5:07 - Tossy moved to adjourn the meeting, Dale seconded; voted & moved. Meeting adjourned.