

**Lane Memorial Library
Board of Trustees Meeting
May 19, 2021
7:00 PM
Minutes**

Electronic Meeting by teleconference

As Vice Chairperson of the Lane Memorial Library Board of Trustees I have determined that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, that to properly ensure the safety of the public this body is authorized to meet electronically. Please note there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming we are utilizing a teleconference service for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public may join this electronic meeting by calling 646-558-8656 and using the meeting ID: 792 2357 0983 and the passcode: 794248. If anybody has a problem, please call 603-772-6606.

A. Call to Order The meeting was called to order by Vice Chair Theresa Evans at 7:04 pm.

B. Attendance In attendance were Library Director Amanda Reynolds Cooper; Vice Chair Theresa Evans; Treasurer Chris Hendry; Secretary Kimberly Olson; Alternate Sheila Ewell, Guest D. Scott Campbell, Library Consultant.

C. Officer's Report

- a) Secretary: Minutes from 4/21/21: Approved minutes with a motion made by Chris and seconded by Sheila. The motion passed with all in favor.
- b) Chairperson: none.
- c) Treasurer: The monthly report was reviewed.

D. Reports

- a-b) Director: Amanda Reynolds Cooper's report and the monthly financials were received and discussed.
- c) Assistant Director / Teen Services: The report was reviewed.
- d) Public Services: The report was reviewed.
- e) Children's Services: The report was reviewed.
- f) Technical Services: The report was reviewed.

E. Old Business

- a) Building:
 - i) Coronavirus response: Kim made a motion and Chris seconded to uphold the mask requirement through next meeting date in June.
 - ii) Strategic Plan update:

- 1) Town Planning / Town Manager / Board of Selectmen: Amanda is keeping current with monthly meetings and department commonalities and discussion. She has shared support resources with Jamie Sullivan and requested a meeting to discuss the idea of a library/community center further.
 - 2) D. Scott Campbell, Library consultant: Scott reviewed his building project draft proposal. Discussion was positive.
- b) Other: Theresa tabled our meeting time discussion. Email Amanda with best meeting times.

F. New Business

- a) Building: Outdoor sign: Chris made a motion and Sheila seconded to grant the Friends of Lane Library permission to upgrade our outdoor sign. The motion passed unanimously.
- b) Other: none

G. Acceptance of donations: Chris made a motion and Kim seconded to approve a \$25.00 general donation and \$180 mini-grant from the Hampton Garden Club for the north side gardens.

H. Friends Report

Friends of the Lane Memorial Library Update for Trustees – May2021

Votes:

Approved \$900 to repaint the existing outdoor sign.

Approved \$20,275 to convert the outdoor sign to an electronic version.

Approved \$3,835.50 to support the 2021 Summer Reading Program

Treasurer's Report:

April was a quiet month with approx. \$208. In income and no expenses recorded.

Old Business:

Mary Twomey Memorial Gift – The board conversationally approved the titles Amanda selected which were sent out prior to our meeting for review.

Gaming – Our application was approved. Our dates at the Brook are May 27 through June 2.

We will send out a flyer to the membership and post it on Facebook.

Outdoor Signage – see above

New Business:

Summer Reading Program – see above

Reading Garden/Rain Garden – Amanda presented the garden club's request for volunteers for this program. After the meeting, Stacy created a flyer that was sent to the full Friends membership.

Mary Lou Heran, President

I. Summary of Decisions Made

- Minutes approved unanimously.
- Motion passed to accept two monetary donations.

- Motion passed to uphold mask requirement.
- Motion passed to grant the Friends of the Library permission to upgrade the outdoor sign.
- Motion passed to adjourn.

J. Next Meeting - June 16, 2021 at 7 pm.

K. Adjournment A motion to adjourn was made by Sheila and seconded by Chris at 8:09 pm with all in favor.