Lee Public Library Board of Trustees Meeting

Wednesday, September 9, 2020

at 5:30 Eastern time via Zoom

Attendance: A.Gasowski, K. Pellecchia, T. Coakley, D. Schanda, R. Eifert, P. Dolan joined at 6:00.

Minutes of previous meeting with treasurer’s figures checked: AG, DS, passed

Treasurer’s Report: Operations: $9059.30 Non-lapsing: $5337.17 CD: $6957.64

Discussion of donations and how to show them on the treasurer’s report yearly; all agreed to keep a list of larger donations ($500) or more.

**NH RSA 202-A:4c Public meeting** to accept donations received : $100 K.Leitz; $500 A. Prince; $20 for crafts — AG, DS all passed.

**Library Director’s Report**

Status of library — maintenance per Covid protocol has continued ; some changes in fall programs due to patron response; still promoting curbside pickup; computers are being used for up to 30 min.; books still held for 3 days before going into circulation; ILL will be starting 9/21 with materials being quarantined for 3 days before going out; Compeer with Durham and Madbury is underway.

Statistics/circulation data given — lots of crafts given out; manual patron count taken.

New employee hired and will start when background check is complete

Budget discussion: 2% increase in operations (TA asked for level funded); revenues are unpredictable, memorial donations were high this year but aren’t typical; salaries up 16% with Children’s Lib going to 40 hrs. (hours had changed to 34 in Jan.) and no Tech II will be hired; ancillary costs are up due to NHRS increase; discussion about year end report;

To accept budget -Motion by KP with changes made; DS 2nd all yes, passed;

ABC on 9/29 at 7 via Zoom

Schematic budget by SMP - discussion about phasing and where to start the project; discussion to go to Select Board on 9/21 to show drawings and proceed to an RFP for a construction manager; discussion about agenda for that meeting and whether it’s a Construction Manager or bid for the construction (DS will update timeline and AG will email Jason about phasing and CM.)

Report on research of application for grants/ historical designation - Tom reported on his discussion with the Historical Designation and questions we need answered; a letter to be in the Ecrier next week asking for volunteers to assist in the process

Ruth asked for vacation days - approved; Quick Books purchase; crafts budget OK

Next regular meeting October 14, 2020 via Zoom with ABC on 9/29 via zoom

AG motion DS 2nd to adjourn at 7:10; passed all in favor. MINUTES TRANSCRIBED BY AG