**Lee Library Trustees Meeting via Zoom** October 14, 2020

Trustees attending: A. Gasowski, K. Pellecchia, T. Coakley, D. Schanda.

Director R. Eifert

**Minutes** from last meeting (Sept. 9) needed typos fixed. Motion by KP to accept with changes needed; DS 2nd. All in favor. Motion passed.

**Treasurers report**: Operations $3403.61; Nonlapsing $5355.39; CD $6908

AG motion to accept; TC 2nd; all in favor, motion passed

Invoice #200970 from SMP in amount of $2,290.00. All in favor to accept and pay.

**Director’s Report**: Status of library - good circulations up 1%; numbers visiting is increasing; Overdrive still increasing but Ruth will look at Hoopla & Kanopy; programs have been undercounted but Ruth will update that; inter-library with Madbury and Durham working well; Staff - Wendy Nixon has been trained and is working well; Kids on Weds. Thurs. with wireless signal is unstable although booster has been used; Adult program on Zoom had 20 attendees, !0/28 will be Founding Fathers what were they thinking?; Backyard Farming will resume on Zoom;

**CIP meeting** on 10/9 @ 8AM with questions about whether we could rearrange purchases, etc. and Ruth will question about painting the outside of the library; discussion about the 2 library capital reserve funds (total =$503,921)

Ruth is updating procedures manual; Evaluations policy needs to be rewritten and the Town now has a “Travel during pandemic policy” and Ruth will draft an addition to our pandemic policy although our staff don’t travel for business

**Historical Designation for the schoolhouse:** TC reports on the discussion with the committee. January 9th is their next meeting so the application needs to be in by 1/2/21; link to NH Division of Historical Resources and we will get the forms to help with all the questions

**RFP draft** - changes made to have documents in on 10/30 with interviews on one day and settling on starting at 4-4:45, 5:15-6; 6:30-7:15; will ask how the $800k was determined; by Zoom for interviews on 11/5/20.

**Upcoming**: Adult book group on 10/19

Motion to adjourn by KP, 2nd by DS, all in favor, motion passed at 6:45 pm.