SPL Trustees Meeting

July 15, 2020

Members Present: Lorin Starr, David Wissemann, Molly Gowa, Beth Berry, Hollis Graves Justine Rosewarne, Val Voorheis Katherine Hand, Director.

Reviewed Directors Report.

Discussed attempted Board of Library Trustees Meeting that did not have quorum on June 30th. The Director heard from guest Tom Fydenkevez during this meeting, to discuss the library’s HVAC system and COVID-19. TJ Conway did not recommend any changes to system. Tom states the filters needed are more expensive and will need to be changed often. Using COVID protocols and adjust them to the use of the library and how patrons use the library, surfaces, handwashing stations, keeping patrons away from one another are more effective than any HVAC improvements. Increase outside air flow to system and to the building. Since there was no quorum the Board and Director just heard information from our guest that will also be presented at the next meeting that we have a quorum. No action taken at this non-meeting.

Discussed problem with the tree that keeps losing branches and breaking our fence. Katherine will reach out to Geoff (Town Administrator) about talking to neighbor about issues with tree. Who is responsible for it?

Reviewed Financials for FY2020. Not as in depth as usual as Katherine has not had access to town financial software to get more information, but she put together a report with information she had which was very helpful.

Reopening plan.

Katherine feels that August 1st is an appropriate time to open but she also has concerns as we would be one of the only libraries open in the area.

Lorin’s concerns about opening include library having to do policing people regarding masks and number of people in the library. Curbside pickup is great but about 6 extra steps to get books out so if people could come in it would make it easier. Hours would be limited but still would require much more work for staff if we do both curbside and in library services. Discussed ways to service people with technology needs and who want to browse the racks. Maybe only just allow technology users and continue curbside pickup for books. Possibly have technology available only by appointment.

Lorin makes a motion to approve the following in opening.

Limited opening, technology by appointment only and continue curbside pickup maximum 10 patrons in library at a time at the Directors discretion.

Hollis seconds

Motion passes 7-0

Library filtration system.

TJ Conway not very helpful with making changes to system. We would like to improve the filters to MERV 9 and open valves so that there is more circulated air. We will demand that they make changes we are requesting to improve the air quality.

Changing filters done every 6 months for about $900 which is done in the fall, we can just have them done a few months early and change to the MERV 9. Will discuss with TJ Conway what ramifications are of changing filters and opening dampers, will it affect system or only cost of running the system.

Discussed spending cap of $500 Katherine will continue to send book orders that are always over $500 to Town Hall for approval.

Short Story Reading Program

Aaron would like to do a socially distanced program outside for people. Katherine would work on a grid to have everyone socially distanced.

Val Makes a motion to approve short story reading program explore with ok of town to do program.

Beth 2nds

Motion passes 6-0

August meeting scheduled for middle of august to get a sense of how things are going even though we don't typically meet in August.

Meeting scheduled August 19th.

Motion to adjourn 8:11 made by Justine

2nd by Beth.

Motion approved 6-0