Sunderland Public Library Trustees Meeting

October 27, 2020

Minutes

Members Present: Beth Berry, Hollis Graves, Val Voorheis, Molly Gowa, Lorin Starr, Justine Rosewarne, Katherine Hand (Director)

Meeting called to order 6:50

1.

Minutes – September 2020

Motion to approve Sept minutes by Val 2nd by Molly

Motion approved 5-0

2.

Director’s Report See Attached

Katherine will get second estimate for hot water. Dead tree from neighbor that affected our fence has been taken down.

3.

Update from Working Groups

Plans still be worked on for Kayak building. Will probably go out to bid spring. 2021.

4.

HVAC Proposal Review

TJ Conway has not been very forthcoming or proactive on dealing with our HVAC. Katherine brought in Moran to look at system. Access to one of units makes it difficult to work on. MJ Moran suggests we replace entire system, TJ Conway and Scott Bergeron recommend replacing compressor only. Scott thinks we should just replace compressors for now and have a review of the entire system for what will need to be done in coming years instead of doing it piecemeal for each system.

Motion made by Beth to Replace compressors only in community room and children’s room with MJ Moran.

Hollis 2nds

Motion passes 5-0

Reopening Discussion

Will allow families in for browsing in 30-minute intervals. Children under 2 are not required to wear mask as per state regulations. In person has been going well at other libraries so far. If Katherine feels we need to shut down the board is comfortable with closing at her discretion.

Quiet Study Space?

Board does not feel like this is a viable at this point.

a.

Fundraising

Need to get letter out by Dec. 1

Lorin and Katherine will work on letter. Beth will work on list with Justine, Val will work on getting packages out to everyone, letters back out by 5th of December. Will work on getting everything ready by our next meeting.

In order for patrons to view art that is up for auction can the library put art in windows so that people can see what they are buying. The board did not think this was a great idea so we have tabled it.

b.

New Business

Katherines maternity time off. Letter prepared detailing leave to be sent to Town Administrator.

Beth makes motion to approve letter to be sent

Val 2nds

Motion approved 5-0

Letter will be sent t to Town Administrator with the following

For the birth of her child and to care for her child, Katherine Umstot, Library Director, will

taking 8-weeks of time off. The paid time off will be deducted from the Library Director’s

Vacation Time available (164.5 hours), Personal Time available (22.5 hours), and Sick Time available (353.25 hours). Following the 8-weeks of time off, the Library Director will work full-time from home for four weeks. During this 12-week period, Aaron Falbel, Head of Adult Services, will serve as Interim Director of Sunderland Public Library.

This leave will begin at some point in mid- or late-February 2021.

Motion to adjourn made by Val

2nd by Molly

Motion approved 5-0

Meeting adjourned at 8:11pm

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