
Open meeting: 7:05
Members attending: Win Fream, Jack Parnham, Brendan Johnston, Carl Heidenblad

Meeting notes from last meeting were accepted.

**Treasurer Report:**
- General fund: $15984.83 March/ $14526.63 April Statements
- Donation account: $3894.56 March/ $3136.46 April Statements
- Petty Cash Drawer: $83.97 April
- Monthly manifest: $1759.89

**Budget update:**
No issues at this time.

**Directors Report:**
- Submitted and reviewed

**Reopening plan:**

**Next steps:**
- State Library Association info:
  - Action: Wait to see what the State Guidelines coming out 5/14 suggest.
  - After the state guidelines come out we determine our plan.
- Community note:
  - WF to reach out to BOS and town health official.
  - Send out post card and update via website and Facebook to the community with what we are planning on doing.
    - Brittney to work on this. Reviewed and accepted by the board.
    - Bulk mail permit. For postcard- WF to look into this.
- Phase I.
  - Carl to work with the staff on the schedule.
  - Curbside pick-up only starting 5/25
  - Expectation is this will be very low turnout, but a start.
  - Quarantine books for 3 day based on the Battel study. - Wipe down books.
  - Cleaning- Weekly with Cathy Divine.
    - Call Cathy and let her know. June and July to start.
- Phase II.
  - Expect open up for limited service June 8th.
  - Only 4 in the library at time.
  - Patron Mask needed.
  - Remove chairs.
  - Quarantine books for 3 day based on the Battel study. - Wipe down books.
  - Cleaning- Weekly with Cathy Divine.
Other:
- Have available in library:
  - Hand sanitizer.
  - Wipes-
  - Masks-
- staff meeting 9am 5/21

Votes:
- WF made a motion to start curbside pickup and initiate action steps stated in the notes to phase in reopening the library: Motion was seconded by all.
- All voted. All agreed. No objections. Motion carried.

Summer reading program.
- Online summer reading program? How do we get the word out. Friends? Postcard? Website?
- Brittney and Cory to Brainstorm on this.

General Items:
- Discuss friend’s communication plan.
  - Action: Invite Lauren to our next meeting.
    - Discuss reasoning and our need for direct communications.

Maintenance
- Granite steps- Need Repair.
- These got even worse over this winter.
- Need other options.
  - Jack to call around for masons.

Landscaping outside-
- Take down the two trees out back and plant new ones.
  - Talked to Dave Martin. He is unable to do the job.
- Need to call tree service.
- Need to get quotes for landscapers.
  - Rockcrest- submitted.
  - Stratham Circle-
  - Churchills-
- Get with the garden club to sell the existing plants.

Sign out front-
- Call timberline signs. What do we need? What do we want? Etc.
  - Jack to call Timberline.
Community garden.
- See updated sign-up sheet.
- WF contacted all the current gardeners to see who is coming back. Most gardeners are coming back.
- Review costs and expenses.
  - $50.00 country store gift card to Jeff Finestra for the use of his loader for two days.
  - $_____ for the 8 yards of loam from Stratham Hill Circle Nursery. WF to submit charge.
  - $_____ for rough cut timber from Exeter Lumber. WF to submit charge.

Basement clean up-
- This is just general clean up of old things and replacing shelves and bins.
- Book sale books. Need to get rid of the books on the stairs.

Events
- Summer reading update. TBD

Wish list-
- Programing- on going.
- Granite steps.

Meeting Close: 9:00
Next meeting: June 1st.

Respectfully submitted,

Jack Parnham