

Minutes for the Paul Memorial Library Trustees Meeting Held on June 10, 2020.

Open meeting: 6:40 pm

Members attending: Win Fream, Jack Parnham, Brendan Johnston, Carl Heidenblad

Meeting notes from last meeting were accepted.

Treasurer Report:

- General fund: \$14,411.12 May Statement
- Donation account: \$3136.46 May Statement
- Petty Cash Drawer: \$83.97
- Monthly manifest: \$1347.15

Budget update:

Cori's new hours are in effect.

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:
 - Determined post card advisory not necessary.
- Phase I.
 - Carl to work with the staff on the schedule.
 - Curbside pick-up is in effect. Working as planned.
- Phase II.
 - Expect open up for limited service June15th.
 - Only 4 in the library at time.
 - Patron Mask needed.
 - 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-

Summer reading program.

- Online summer reading program to be all online. Take home crafts are being supplied.
- Brittney and Cory to Brainstorm on this.

Maintenance

- Granite steps repair estimate is in from J. Stefan Contracting.
- WF to contact BOS to determine if Town will pay for work.

Landscaping outside-

- Need to call tree service for tree removal.
- Need to get quotes for landscapers.
 - Rockcrest- submitted.
 - Stratham Circle-
 - Churchills-
- Get with the garden club to sell the existing plants.

Sign out front-

- Timberline Signs contacted and will submit proposal.

Community garden.

- Going well so far.

Basement clean up-

- In progress. Good work by staff.
- 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.

Wish list-

- Programing- on going.

Meeting Close: 8:05

Next meeting : July 13.

Respectfully submitted,

Jack Parnham