

Minutes – August 18, 2020

At the Library and on Zoom

Board members present at the library: Shirley Montagne, Rob Rinaldi, Nick Kramer, Sara Kingsbury, Carl Demrow, with interim director Miranda Moody. Via zoom: Dina Dubois, Julia Anderson

Shirley brought the meeting to order at 6:32.

The minutes from our meeting on July were amended slightly to note a change about our search for a new director.

Julia moved to approve the minutes, Rob seconded. The minutes were adopted.

Treasurer's report shows us we are in a slight deficit for this year. Rob and Nick asked some questions about our investments which have been doing well this past year in spite of the pandemic.

Julia moved to approve the treasurer's report and Carl seconded. The treasurer's report was adopted.

We moved on to the director's report. Friday movie night on the lawn has had some success and is enjoyed by those attempting. The story walk is this weekend at the town forest. Miranda has been filling weekly volunteer lists in anticipation of opening at some point this fall. Circulation is stronger at this time this year than last and downloads are way up. There has been some internet use. Adult and teen reading programs are being planned for this fall and there will be an ice cream social on the 29th to celebrate the end of the summer reading program. Kai's Cones has been a great sponsor of that program. Miranda also wanted to thank Dina and Dan for their advance work in the town forest for the story walk. Anne Bergeron will be taking pictures of the story walk.

Rob asked about the license for showing movies outdoors. We have a list that we can show for free provided we are 9 miles from the nearest driving in theatre, which we are just barely! Turnout has been a bit low, but Miranda noted there is no way to know how these things will go without giving them a try.

Nick moved to approve the directors report and Rob seconded, the directors report was accepted.

Dina noted how happy she was with Exit West, the most recent book discussion series book.

We moved into the renovation report. One of grants has gone through the town that requires a sub grantor agreement between us and the town of Corinth. The subgrantor agreement will need review by an attorney at our expense. The town's attorney used to be Rick Cawley, but the new one is Andrea- may not yet be appointed. Once that agreement is executed, we can be reimbursed for our expenses, but we will likely need to pay for the document's drafting. Shirley noted that the Corinth Select Board has been wonderful in dealing with the library and very cooperative.

Rob asked about the investment line in the Reno budget. Shirley explained how that was connected to the Clifford Building that was donated to the library by the Hollands. The money from the sale of the building was invested with Northeast Investment and then was used for the renovation.

Carl moved to accept the Reno report, Nick seconded. The report was accepted.

The board then considered the nomination of Kathryn Price to join the board. Nick, Julia, and Dina all moved and seconded at once. Kathryn will be invited to join us!

We next moved on to committees. Nick asked about how many committees trustees serve on, and the answer is two. We had some discussion about who would want to serve on what committees and a bit more about what each committee does.

The draft committee list looks something like this:

Finance: Nick, Carl, Shirley

Personnel: Nick, Rob, Julia,

Buildings and grounds: Sara, Shirley, Carl

Fundraising; Sara, Julia, Dina

Technology; Nick and Rob

Strategic Planning: Shirley and TBD

Governance: Dina, and Shirley

Opening the library. Miranda has developed a proposal to open. The original proposal went back to the complete hours as before, but due to the health requirements and monitoring, hours would be 2- 6 on the days we were normally open, then regular Sat hours. Either Kimberly or Miranda will be there with one or two volunteers. Story hour will not fit with the current guidelines for opening, so the Thursday morning hours will not be added until we are back to a more normal time. Miranda has received some requests for expanded curbside which she believes we should do. She has also been monitoring what other libraries around the state have been doing and she has been working to take note of strategies that would work for BML. She also suggested having a “high risk” hour in our first hour of being open. Volunteers must complete the CDC training and masks will be required. Miranda has got lots of requests from people who want to just come in and browse the books. Capacity for the building per square foot pandemic guidelines would be five people, including staff. Some libraries have purchased scheduling software so that they can have folks reserve a time to visit.

Book return is open and is emptied once a week plus a 72 hour quarantine.

Sara asked if the capacity number was for upstairs and downstairs. Shirley explained that the standard capacity was based on our total square footage and covid capacity is 10% of that.

Miranda said she felt strongly that we should be conservative and follow the guidelines so that community members feel comfortable coming to the library.

Sara said she was concerned that when it gets colder and people are inside more, we may have cases. She also felt we should do temp checks for all people entering and hand sanitizer available, so people have clean hands.

Nick said he agrees with being conservative in our approach and if we do see numbers come up, that we’ll need to have another conversation about our procedures, hours, etc.

Rob asked if names would be recorded and yes, staff would also record names of visitors and hours and days they are here so that can be used for contact tracing. Rob also asked if Kimberly was OK with this plan and Miranda said she developed the plan with Kimberly. Dina said she believed that temperature checks should be required for entry. Rob said he has heard of several folks who really want to come to the library and look at some books.

There was some discussion about how we would deal with time limits and people waiting to get in the building along with the issues of numbers and capacity. Being in the library will not be the social experience that it was pre-epidemic.

Rob made a motion that the library open. Nick seconded and added an amendment to say it was Miranda's option b plus team checks, contact tracing, and the 20 minute interval if busy.

Miranda noted the following parameters:

- Forms to be used for contact tracing
- Temp checks will be required
- First in-First out system so people could come in if we were at capacity
- Staff and volunteer cleaning of the building immediately before opening
- We will get a lid for the toilet
- Patrons will be screened through questions

The motion carried unanimously with an implementation date of not before September 15. We will discuss and evaluate how this approach it is working at our October meeting. Miranda will let us know if it is not working, if standards change, or if any other substantive concerns come up.

Shirley briefly mentioned a board retreat and training. She'll be getting in touch with suggestions on how to proceed. Miranda also noted an upcoming Vermont Dept of Libraries event and a list serve for library trustees.

The meeting adjourned at 8:37.

Respectfully submitted,
Carl Demrow