FINAL

Chesley Memorial Library Trustee Meeting

05/08/2020 ViaWeb EX

Present: Gale Tobbe (GT), Betty Smith (BAS), Irene Kreider (IK), Donna Bunker (DB), Norma Heroux, and Pat Vaillancourt (PV)

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| Topic | Discussion | Action |
| Meeting called to order at 10:15 |  |  |
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| Minutes of 04/16/2020 |  | Motion made to accept BAS/GT Motion carried 3-0 |
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| Treasurer’s Report |  | Reviewed and accepted |
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| Director’s Report |  | An extra special thank you from Donna and the Trustees to the CML Staff for all they do! You are the best! |
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| Expenditure Report |  | Reviewed during the budget session.  |
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| Requisitions |  | DB has more to be signed. Follow up with DB to make this happen. |
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| Old Business |  |  |
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| Alternates |  | This is on the Selectman’s agenda. Alternates (MW, NH, and IK) need to be sworn in, along with PV. Call Savannah to schedule an appointment. |
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| Book Carts |  | GT reported Friends have decided on a $3000 gift toward the book carts to be made by Kit and Mark Lord. The Lords will build these in stages. The entire estimate from them is $8200. Motion made BAS/GT to ask the Friends for $3000 now so we can give the OK to the Lords to begin. Motion carried 3-0. We need to do the demo and GT, DB, and PV volunteered their husbands for this.  |
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| Front Door Update |  | GT has received 17 letters from people around the community who support this project. Once she gets clarification on a couple items, she is ready to submit the grant request. .  |
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| Memo of Understanding |  | This was on the last Selectman’s agenda and it was never discussed. We believe the Selectmen are looking at it to make sure they agree with the differentiation of tasks before we all sign that we all agree.  |
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| New Business |  |  |
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| Attorney |  | The Reopening NH Libraries Task Force is advising libraries to have the services of an attorney available as we look to re-open. This is coming from the Reopening NH Libraries via the NH State Library.  |
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| Audit |  | No start date yet. We are beginning to assemble materials the auditor has requested in the past. |
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| CIP |  | We submitted for a Solar Array for the 2022 year and a generator for the 2021 year.  |
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| Phased Reopening Plan |  | DB has been working on what this will look like. Under a Six Phase plan. DB will share with us via email and will also submit it to Chris and Heather (Town Administrator).  |
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| Project Status Update |  | More discussion on the Six Phases of the plan, |
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| Other Business |  | Should we investigate if there are Trust Funds to help us fund the book carts?  |
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| Meet again 06/12/2020 |  |  |
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| Respectfully Submitted,Patricia R. VaillancourtRecording Secretary |  |  |
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| Meeting adjourned 12:30 |  |  |
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