

PPL Trustee Meeting  
May 21, 2020

Attending: Diane Lynch, Winnie Hohlt, Bridget Powers, Quentin Blaine

The meeting officially began at 4:10.

Minutes from 5/7/2020 were reviewed. Quentin moved to accept, seconded by Winnie and all in favor (Amey Bailey in absentia), Bridget abstaining as she was not in attendance on May 7.

Quentin reported on the budget with the report that given the pandemic, we have not spent a lot of money. He questioned payments to upcoming programs. Diane relayed that many programs were pushed forward. Quentin and Diane will communicate to ensure that payments are made when appropriate. Per Quentin we are in good shape financially...still running approximately 3k surplus. Diane reported there a couple of small checks to deposit and Quentin and Winnie will take care of the safe deposit box before July 1 when the rate goes up.

Director's report:

Circulation Statistics: n/a

Personnel will return June 1, with possible modifications to staff schedule. Staff is working on on-line programming. Tanya is participating in a group to enhance her skills with virtual programming. See director's report, Tanya's summer reading proposal and Tanya's request to YLLA. Diane detailed tech problems which have largely been solved. Diane is still working with Dan the painter to complete the painting in the community room before the re-opening. Diane has been working to procure enough cleaning supplies and PPE to meet guidelines.

Personnel action forms were distributed and signed.

A motion was made by Quentin to enter a non public session regarding a personnel matter. The motion was seconded by Winnie and all were in favor. 4:35pm

A motion was made to re-enter public session at 5:12 by Bridget, seconded by Quentin. Motion made again by Bridget to seal the minutes, seconded by Quentin and all in favor on both votes.

Diane reported getting lots of requests to know when meeting rooms will open. Group agreed to indicate that meeting rooms will be reopened, not before July. We are planning a slow, carefully staged re-opening following federal, state and local guidelines. Diane shared materials from the Reopening NH Libraries Task Force.

There was discussion about Tanya's summer reading proposal. The group is interested in ensuring programming is diverse and accessible to as many participants as possible including, for example, those without internet access, children of various ages, those without support from adults at home, etc. Trustees decline to approve the budget and would like some specific plans for programs directed to various age groups. Given the expectation that virtual programming will need to be in place for a rather long time, the summer reading program provides a valuable opportunity to develop and test various, diverse and creative programs across age groups, keeping in mind that our goal is to reach as many children as possible. Specific program details would be helpful, such as frequency, duration and rough plan.

The trustees thanked Diane for her hard work in adjusting to all the changes required by the pandemic.

Meeting adjourned at 6:17pm

Respectfully submitted,  
Bridget Powers