

Hooksett Public Library Trustee Meeting
Official Minutes
August 18, 2020 5:30 PM

M. Farwell: Please note that there is no physical location to observe and listen contemporaneously to this meeting, which is authorized by the Governor's Emergency Order. The public may access the meeting as it is ongoing by dialing (1) (872)240-3212, entering the access code: 891-638-989. The public can also "join" this meeting via the **following link:** <https://global.gotomeeting.com/install/891638989>

In attendance: Mary Farwell, Mac Broderick, Linda Kleinschmidt, Tammy Hooker and Barbara Davis

Guest: Heather Rainier, library director

Call to order: M. Farwell called meeting to order at 5:40 pm

Public Input none at this time

Secretary's Report

B. Davis moved to accept the August 4, 2020 minutes. L. Kleinschmidt seconded the motion.

Voted: 5 in favor, 0 opposed, 0 absent. The motion passed

B. Davis moved to accept the non public minutes from August 4, 2020 minutes. L. Kleinschmidt seconded the motion.

Voted: 5 in favor, 0 opposed, 0 absent. The motion passed

Treasurer's Report-was verified that specific plumbing expenditures is in the current budget and could be reimbursed through the GOFERR since they are COVID related.

Library Director's Report-Rise engineering came back to review after the director sent photos. It is estimated to save \$1957.00 a year. The cost for installation is \$8527 and is covered by Eversource Grant. L. Kleinschmidt made a motion to accept that RISE Engineering will furnish and install energy efficient equipment as described in the Rise Engineering Proposal dated 8-13-2020. This proposal includes all materials and installation using non-prevailing/non union wage labor, electrical permits and recycling of lamps & ballasts. There is no cost to the library. B. Davis seconded the motion.

Voted: 5 in favor, 0 opposed, 0 absent. The motion passed

Columns-The director has been in contact with Bruce Thomas, who has received a report from Hoyle & Tanner Engineering regarding the cracking in the front columns which were repaired last summer. Bruce has reached out to contractor, Miville Construction who completed the work to discuss options for repair. Bruce will be monitoring the project and will report back to us as things move forward.

Youth Services is planning for Fall programs. It was suggested that they hold some events outside.

Unfinished Business

Facility Issues

Discovery Room-just needs kickboard installed to be completed.

IWAVE update-The director will reach out with additional questions to Granite State Heating.

B. Davis made a motion to ratify a phone vote that was taken by M. Farwell on 8-12-2020 that the Library Trustees are now taking on this project instead of the Town of Hooksett, the Trustees will be responsible for all costs associated with this proposal whether reimbursable or not through the GOFERR

L. Kleinschmidt seconded the motion.

Voted: 5 in favor, 0 opposed, 0 absent. The motion passed

Plexiglass-has not been installed. The Director will follow up vendor.

Plan for opening the library- discussed the options to reopen. Can we increase the number of appointments? Do appointments by the hour like porch pickup. Increase to 15 porch pickup per hour or porch pickup anytime. Meeting rooms options using the larger meeting rooms

Modes of Operation flyer-The director will research the rate of COVID cases. Trustees to review the COVID dashboard posted on the State website.

M. Farwell to send the director her questions and/or suggestions for the next phase of reopening

Other unfinished business

New business

2021-2022 budget

Narrative was reviewed and amended

The trustees have reviewed the budget and advised the director to email to the finance director and send a copy to all trustees. The board will be meeting with town council on 9-16-2020 to present budget

Other new business

Non Public if needed 91-A:3 IIa (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. II(b) The hiring of any person as a public employee. ,c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

Motion to enter Nonpublic Session made by M. Farwell seconded by B. Davis

Roll Call vote to enter nonpublic session:

Mary Farwell	Y
Mac Broderick	Y
Barbara Davis	Y
Tammy Hooker	Y
Linda Kleinschmidt	Y

Entered nonpublic at 6:47 pm

Exited nonpublic at 8:16 pm

M. Farwell announced that we would not disclose the non-public minutes at this time.

M. Farwell announced now on to other new business

Other new business

Pandemic Policy was reviewed and amended regarding Social Distance & precautions to include Library will require the staff to wear face coverings. T. Hooker made a motion to amend the Pandemic Policy. B. Davis seconded the motion.

Voted: 5 in favor, 0 opposed, 0 absent. The motion passed

Next Meeting Tuesday, September 15, 2020 at 5:30 pm at the library

B. Davis made a motion to adjourn the meeting M. Broderick seconded the motion.

Voted: 5 in favor, 0 opposed, 0 absent. The motion passed

Meeting adjourned at 8:30 pm.

These minutes recorded by: Tammy Hooker