

Hooksett Public Library Trustee Meeting
June 11, 2020 5:00 PM

Call to Order

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) 646-749-3122, entering the access code: 898-201-861. The public can also "join" this meeting via the **following link:** <https://global.gotomeeting.com/join/898201861>

M. Farwell called the meeting to order at 5:09 pm

In attendance: Roll Call:

Mary Farwell-yes
Mac Broderick-entered meeting at 5:22 pm
Tammy Hooker-yes
Linda Kleinschmidt -yes
Barbara Davis-yes

Guest: Heather Rainier, Library Director

Public Input none at this time.

Secretary's Report

B. Davis moved to accept the June 2, 2020. L. Kleinschmidt seconded the motion. Roll Call Vote:

Mary Farwell-yes
Tammy Hooker-yes
Linda Kleinschmidt -yes
Barbara Davis-yes
Mac Broderick-absent

The motion passed

Treasurer's Report was reviewed along with the budget.

Discussed that GMILCS office electrical outlets supporting their computers have been intermittently failing over the last year. Gimas Electric has provided a quote to repair for \$1400 to run a new line directly to the office and installing four new outlets to fix this issue.

L Kleinschmidt made a motion to have Gimas Electric move forward with the repair. B. Davis seconded the motion. Roll Call Vote:

Mary Farwell-yes
Tammy Hooker-yes
Linda Kleinschmidt -yes
Barbara Davis-yes
Mac Broderick-absent

The motion passed

Library Director's Report-Nothing to report at this time as the updates are listed on the agenda

Committee reports

Security-have not met

Unfinished Business

Facility Issues

Children's room renovation update:

Carpet has been removed and patching of the wall have been completed.

Painting will be completed this weekend.

Front Portico-Miville Construction has obtained the paint but needs to paint the floor and will need a couple of days to dry. The director is working with Miville to coordinate since we started curbside pickup

Lights in the ceiling of the front portico have been installed and looks very nice.

Legacy Mechanical was in the building and found our water heater has a slow leak and needs to be replaced. The vendor provided a quote of \$3500 to purchase a new water heater, which includes installation, bring up to code and correct safety devices.

B. Davis made a motion to have Legacy Mechanical move forward with repair. L. Kleinschmidt seconded the motion.

Roll Call Vote:

Mary Farwell-yes

Tammy Hooker-yes

Linda Kleinschmidt -yes

Barbara Davis-yes

Mac Broderick-absent

The motion passed

Bark mulch will be completed by Parks & Rec

Stanley Elevator will be in the library on June 12, 2020 to conduct our annual inspection.

Northeastern Roofing roof inspection includes cleaning roof drains. Will be at the library on June 16, 2020 to complete. B. Davis made a motion to revise the initial roof inspection to \$950 instead of \$750.00

L. Kleinschmidt seconded the motion. Roll Call Vote:

Mary Farwell-yes

Tammy Hooker-yes

Linda Kleinschmidt -yes

Barbara Davis-yes

Mac Broderick-yes

The motion passed

Lighting for the two light poles at the end of the sidewalk was discussed. L. Kleinschmidt will review options and forward to the trustees for review.

Hands free Fixtures were discussed to include Battery-operated hands-free bathrooms sink faucets. B. Davis made a motion to purchase 11 Faucets at \$4500 from Legacy Mechanical, to include installation. L. Kleinschmidt seconded the motion.

Roll Call Vote:

Mary Farwell-yes

Mac Broderick-yes

Tammy Hooker-yes

Linda Kleinschmidt -yes

Barbara Davis-yes

The motion passed

Discussed installing flush valves with battery-operated hands-free sensor type faucets and flush valves. It was decided we would not install at this time.

Budget- planning for spring expenditures were reviewed

Other unfinished business

Non-Public

91-A:3 II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include 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.*

RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

Roll Call vote to enter nonpublic session:

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

Entered into nonpublic 6 :27 pm.

Exited nonpublic at 7:18 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.

New business

Plan for opening the library.

Libraries opening by appointment is being discussed by other libraries. Not really being seen in this area per other directors.

Supply status- are being ordered. Director to order a no touch thermometer to have in the library.

Plexiglass -staff is looking to have them installed

Curbside Pickup going very smoothly. Many people have used curbside this week with Saturday appointment completely full. Phase two is opening on June 15th which will allow patrons to start reserving items that in the Hooksett Library and pick up. Has been working well. Staff is doing a really good job. Emails are being sent confirming appointments when to pick up books.

Fuzebiotech is a company that treats all surfaces including walls, floor, carpet, furniture, and computer keyboards. It is a nontoxic application that last for up to 8 months. M. Farwell has followed up on references and found that the businesses using this application is using as a second line of defense. M. Farwell will continue to look into this as an option for the library.

Misting disinfecting machine-T. Hooker to do some additional research on the following, www.Emist.com one by Clorox, www.cloroxpro.com. These are handheld machines that could be used not only for COVID 19 but also flu season. We could possibly use them to disinfect Legos or other hard surfaces. T. Hooker will report back to trustees.

Cleaning Schedule will be increased.

Next Meeting Thursday June 18, 2020 at 5:00 pm

B. Davis made a motion to purchase adjourn the meeting L. Kleinschmidt seconded the motion.

Roll Call Vote:

Mary Farwell-yes

Mac Broderick-yes

Tammy Hooker-yes

Linda Kleinschmidt -yes

Barbara Davis-yes

Meeting adjourned at 7:30 pm.