

PEMBROKE PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting Minutes for March 12, 2020

ATTENDING: Mary Beth Courtright, Larissa Curley, Sean Fitzpatrick, Melissa McCleary (Youth Services Librarian), Jill Taylor, Deborah Wall (Library Director), and Carol Watches.

Larissa Curley, Chairperson, called the meeting to order at 6:34 P.M. The minutes of February meeting were read. Mary Beth made a motion to accept minutes as written, Sean seconded, and it was so voted.

OLD BUSINESS: Town Meeting articles have been submitted; the article regarding personnel salary rates for Aides and pages will be brought to Special Town Meeting.

Town Accountant asked if the library would be willing to withdraw one of our two Capitol requests. The two Capitol requests the library has put forth are for much-needed carpeting replacement and for computers. After brief discussion, Jill moved a vote and Sean seconded. Trustees unanimously voted to submit both Capitol requests.

DIRECTOR'S REPORT: The Director's Report for February was read. Discussion followed on Coronavirus and the impact COVID-19 may have on the library and the staff. The Director, staff, and Trustees will continue to stay informed on the topic and make appropriate changes and/or decisions when instructed to or when necessary.

At this time, a physical quorum is required for all open meeting format Board meetings, so virtual meetings are not a possibility.

Mary Beth moved to accept the Director's Report as written, Carol seconded, and it was so voted.

YOUTH SERVICES REPORT: The Youth Services Report for February was read. Melissa has begun setting up the online portions of this year's Summer Reading Program, and there are 15 new puppets were added to the collection. New Young Adult pamphlets include some from the National Suicide Prevention Lifeline and e-cigarettes/vaping.

Mary Beth moved to accept the Youth Services Report as written, Jill seconded, and it was so voted.

REFERENCE LIBRARIAN'S REPORT: The Reference Librarian's Report for February was read. There were a total of 73 reference requests in February, 67 of which were in person!

Mary Beth moved to accept the Reference Librarian's Report as written, Sean seconded, and it was so voted.

FINANCIAL REPORT: The Financial Report for February was reviewed. The State technology Grant line has been added.

Jill moved to accept the Financial Report as printed, Mary Beth seconded, and it was so voted.

MAINTENANCE: No news to report.

FRIENDS NEWS: No news to report.

FOUNDATION NEWS: No news to report.

NEW BUSINESS: Staff had First Aid/AED training this month!

The next meeting of the Board of Trustees will be held on Thursday, April 9, 2020 at 6:30pm.

Mary Beth moved to adjourn the meeting, Sean seconded. The meeting was adjourned at 7:32 P.M.

Respectfully submitted,

Jillian Taylor
Secretary