

## Langdon Library Board of Trustees Meeting Minutes May 26, 2021

**Present:** Trustees Jack O'Reilly (JO), David Turbide (DT), Peter Welch (PW), Catherine Hazelton (CH), Meghan Wayss (MW) (left the meeting at 3pm), alternate Lillian Wilson (LW) ; Library Director Lara Croft Berry (LCB)

**Meeting called to order** by JO at 1:30 PM

**The first order of business** was to approve the minutes from our last meeting on April 28, 2021 Moved by PW, seconded by DT, minutes approved by roll-call vote, approved by 5 – 1

**Treasurer's Report:** Spending overall is in line with the budget for this point in the year. A few lines are near the budget amount for the year – some are just normally spent early in the year and several might be the result of mis-classification, which is being investigated.

**Director's Report:** The library is now open 4 days per week for browsing and curbside delivery is still available for those not comfortable with coming inside. "Open" hours will be increased gradually as conditions and directives allow. More hours will be added in June as soon as staffing disruptions can be resolved as two employees have had family issues that require reduced work hours for a short time. All employees are fully vaccinated. The trustees voted to adjust our policy to make employee medical self-screening optional moved by PW, seconded by JO, approved 5 – 0 and to require mask wearing for the time being moved by JO, seconded by PW, approved 5 – 0. Staff will be expected to gently remind patrons to wear their masks properly (over the nose).

The meeting rooms will not be reopened for patron use at this time as they are being used for storage and for managing the curbside delivery service. As things loosen up (distancing recommendations, primarily), the furniture can be returned to the main library areas and the rooms again made available. We don't know when this is going to happen but all concerned are anxious to resume full safe operation as soon as it is practical to do so. A note of "thank you" to the fire department for help (several times) in moving furniture around as we have adjusted to COVID restrictions over the past few months.

The cleaning company is doing a good job on the routine cleaning but has been disappointing on some special tasks (at extra cost). LCB is working with them to resolve the issues in hopes that we will not have to search for another service, again.

**Policies:** Art Display Policy reviewed and approved unchanged 5 – 0. Moved by DT, seconded by PW. Investment Policy reviewed and approved unchanged 5 – 0. Moved by JO, seconded by PW.

**Parking lot expansion:** The work is on hold for the moment, waiting for the delivery of the light pole bases which must be installed before proceeding with the prep and paving. We're still trying to sort out the best approach to take on the issue of the stolen sand/fill discovered when the parking lot project started digging. Trustees approved two spending items: A total of \$3,555 that includes removal of several sick and damaged trees (not a parking lot expense) and the geogrid needed to compensate for the bad fill that was installed when the sand was stolen. Moved by PW, seconded by CH, passed 5 – 0. An expenditure of \$1,500 for striping the expanded parking lot (included as an option in the contractor's bid) moved by JO, seconded by C, passed 5 – 0.

**Board meeting adjourned** - moved by JO, seconded by PW, passed 5-0 by roll call vote at 3:48 PM

**Next Meeting:** Friday June 25, 2021 at 1:00PM, at the library.

**Respectfully Submitted:** David A Turbide, board secretary