

# LONDONDERRY LEACH LIBRARY

## BOARD OF TRUSTEES Minutes of May 5, 2021

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### **Call to Order:**

The meeting was called to order at 7:02 p.m. by Chair Betsy McKinney. The following board members were in attendance: Robert Collins, John Curran, Sandy Geisler, Carol Introne, and Cynthia Peterson. Also in attendance: Donna Plante, Head of Reference and Technical Services; and Megan Donovan, Head of Circulation Services.

### **Secretary's Report:**

The Secretary's Report for April 21, 2021, was distributed prior to the meeting. No changes were made. A **motion** was made by Cynthia Peterson to accept the minutes as written. The **motion was seconded** by Robert Collins. All in attendance accepted the motion, **motion carried**.

### **Head of Reference and Technical Services Report:**

#### Announcements –

- On May 1, 2021, the library's flag detached from the flag pole cable. The cable will need to be repaired, and scheduling is in process.
- The HVAC units are scheduled to be cleaned and prepped for the summer at the end of the month.

#### Reference –

- In the month of March, there were a total of 3,101 reference questions.
- In the month of April, there were a total of 2,380 reference questions.

#### Technical Services –

- There were a total of 475 materials added to the collection in the month of March.
- There were a total of 367 materials added to the collection in the month of April.

### **Head of Circulation Services Report:**

#### Programs and Activities –

- Starting on Monday, May 3, 2021 at 10:00 a.m., watch as Public Services Librarian Matt Fuller shares some new materials on exercise and workout routines.
- Starting on Monday, May 10, 2021 at 10:00 a.m., a virtual craft time will be available to watch on the Leach Library Facebook page. Follow along with Miss Kat as she demonstrates different ways to decorate a color-your-own spinner toy.

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- Starting on Monday, May 17, 2021 at 10:00 a.m., a virtual book talk for younger teens and tweens will be available on the Leach Library Facebook page with titles available from the young adult collection.
- Beginning on Monday, May 24, 2021 at 10:00 a.m., enjoy a story time with Miss Jennifer as she introduces “Lamby the Lonely Lamb”! This story time features a book written by Londonderry author Janice Spina and illustrated by her husband John Spina.

### Circulation and Children’s –

- The Drive-Thru Service continues to be a well-used outlet for library patrons.
- The browsing appointments have been popular with patrons, during the first three weeks more than 200 patrons browsed the library stacks.

### **Old Business:**

- Library operations with COVID-19 Pandemic

Chair Betsy McKinney suggested transferring to walk-in services during browsing hours and expanding service hours. Sandy Geisler suggested designating some browsing hours for seniors. A discussion ensued. The Board agreed to update service hours beginning the week of May 17, 2021. In addition, in-person reference assistance and computer use will resume at that time.

### **Non Public Session:**

#### **Enter Non Public Session**

Chair Betsy McKinney requested a roll call vote to enter Non Public Session pursuant RSA 91-A:3 II, subparagraph (a), the dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, 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.

**Roll Call Vote:** Aye, Betsy McKinney; Aye, John Curran; Aye, Carol Introne; Aye, Robert Collins; Aye, Sandy Geisler; Aye, Cynthia Peterson.

The Board entered Non Public Session at 7:14 p.m.

#### **Exit Non Public Session**

Chair Betsy McKinney requested a motion to exit Non Public Session. John Curran made a **motion** at 7:41 p.m. to exit Non Public Session. The **motion was seconded** by Robert Collins. Board’s **vote:** 6-0-0 to exit.

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A **motion** was made at 7:42 p.m. by Cynthia Peterson to adjourn the meeting. The **motion was seconded** by John Curran. All in attendance accepted the motion, **motion carried**.

Notes by: Donna Plante, Megan Donovan

Minutes Typed by: Megan Donovan

Date: May 5, 2021

Respectfully submitted,

Megan Donovan  
Head of Circulation Services