

Minutes of Tuftonboro Free Library
Board of Trustees Meeting
July 9, 2020

Present: **Trustees:** Gordon Hunt, Paul Matlock and Mary Ann Murray, **Alternate Trustees:** Marsha Hunter and Jamie O'Hagin, **Director:** Christie Sarles, Library Representative: Dennis Guilmette

Meeting called to order at 8:00 AM

1. Public Comment: none

2. Minutes: Motion to accept June minutes with one typo correction (Gordon) and seconded (Mary Ann). Passed 3-0

3. Treasurers Report: Motion (Gordon): Close Fidelity Building Fund account and move the money to our money market account. Seconded (Mary Ann) Passed 3-0. Gordon will find out how much we still owe Bauen. Motion to accept report (Gordon) and Seconded (Paul) Passed 3-0

4. Librarians Report: A) Checkouts exceed renewals, although overall circulation down. B) On line circulation is up. C) Dennis has developed a drop down menu so people can see new books online. D) The library is busy but concierge service is labor intensive. E) 3 new library cards were issued. F) WiFi usage is up. G) Wolfeboro Library is partially open but they are taking precautions we do not have the staff to do (cleaning twice a day, following patrons around and wiping down after them, for instance). We are working on a plan but it is requiring a lot of thought, especially since we are down one staff member. The peril is that if one staff member tests positive, we will have to close the library and do a deep cleaning by a professional cleaning service.

5. New Business: A) Library staffing: Christie will retire at the end of August. Christie thinks Dennis should succeed her and has been doing the job anyway while Christie was doing fundraising and other activities. Lynn might be able to take on children's program responsibilities and we could hire another part time person to do adult programs. Dennis is interested in coordinating book and author lunches. Gordon would like a formal interview with Dennis on Thursday, July 23 at the Town House at 8:00. B) Building punch list: The list of remaining items was reviewed. The list for Bauen was small.

Meeting Adjourned: 9:15

Respectfully submitted, Paul Matlock, recording secretary