

Minutes of Tuftonboro Free Library
Board of Trustees Meeting
November 12, 2020

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

Meeting called to order 8:00 AM

1. Public Comment: none

2. Minutes: Motion to accept minutes with minor corrections (Gordon) and seconded (Mary Ann).
Passed 3-0

3. Treasurer's Report: Motion to accept treasurer's report (Mary Ann) and Seconded (Paul) Passed 3-0

4. Librarian's Report: A) The Selectmen and Budget Committee approved the budget. B) Circulation is good. October was 85% of last years. C) The mural is done. D) The new road sign is here but we won't have letters for a couple of months. E) The children's furniture is on order and other furnishings are coming. The only things not ordered are a dvd player, a clock for the circulation desk, outside tables and chairs, and comfortable seating chairs. F) Dennis has been working with the Friends and we will do a zoom Polar Express. The Friends are putting together gift bags for use at home during the Polar Express.

5. New Business: A) Covid in the library update: There are local cases. We will monitor what the school is doing and act accordingly. We might have to take a step backwards. B) Winter Preparedness: Curbstops need pulling. The snow shoveler needs to be contacted. C) Library Access for the Elderly: We should have a walker with seat. Dennis will order one. Large print books could be closer to the circulation desk. Dennis does not like the large print books there and will see if the large print books can be moved.

6. Old Business; A) Employee Policy: Motion to accept changes proposed by Dennis (MaryAnn) and seconded (Paul), passed 3-0. B) Building Punchlist: The crash bar in the main entrance does not work properly and will be added to the punchlist. Dennis will make up a revised punchlist, send to Grodon who will send it to Bauen.

Motion to Adjourn (Paul) and seconded (Mary Ann), passed 3-0

Next Meeting: December 10 at 8:00 at the library

Meeting Adjourned: 9:08

Respectfully submitted, Paul Matlock, recording secretary