

MEETING PROCESS

A Checklist To Ensure Meetings Are Compliant With The Right-to-Know Law During The State Of Emergency-Read by Lynn Piotrowicz-Director

ROLL CALL

ACTION - RECORD ATTENDANCE and IF ANYONE IS IN THE ROOM WITH TRUSTEE AT THE START OF MEETING.

MEETING PARTICIPANTS	PRESENT	OTHERS IN ROOM
Patti Osgood	Yes	No
Angelica Ladd	Absent	
Debra Kreutzer	Yes	No
Anne Crotti	Yes	No
John Capuco	Yes	No
Lynn Piotrowicz- DIRECTOR	Yes	No

ITEM 1

Public Forum – The LIBRARY DIRECTOR will unmute you if you raise your hand.

NAME OF PUBLIC MEMBER ATTENDING
None

ITEM 2

Minutes of Meeting: October 20, 2020-as corrected

MOVE TO ACCEPT: Patti Osgood SECONDED BY: Deb Kreutzer

NAME	VOTE
Patti Osgood	Yes
Angelica Ladd	Absent
Debra Kreutzer	Yes
Anne Crotti	Yes
John Capuco	Yes

ITEM 3

Treasurer’s Report

- a) Y-T-D Summary & Monthly Expenditure Manifest

MOVE TO ACCEPT: Anne Crotti SECONDED BY: John Capuco

NAME	VOTE
Patti Osgood	Yes
Angelica Ladd	Absent
Debra Kreutzer	Yes
Anne Crotti	Yes
John Capuco	Yes

- b) Personnel Timesheet Review

ACTION – Treasurer reviewed timesheets and signed all through August 23, 2020. Subsequent timesheet review suspended until able.

- c) Monies to Be Accepted: \$60.00 Donation from Stephen and Patricia St. Laurence in memory of Douglass Paul-Books ordered

MOVE TO ACCEPT: Patti Osgood SECONDED BY: Anne Crotti

NAME	VOTE
Patti Osgood	Yes
Angelica Ladd	Absent
Debra Kreutzer	Yes
Anne Crotti	Yes
John Capuco	Yes

ITEM 4

Director’s Report

- a) Holiday schedule reminder
 11/26 & 11/27 (Thursday & Friday) Thanksgiving
 12/24 & 12/25 (Thursday & Friday) Christmas
 12/31 (Thursday) Open 10-3, Closed 5-7
 1/1 (Thursday & Friday) New Year
- b) Request from Weare Public Library – Notified. Spoke to interim director and sent letter.
- c) Update on Pandemic Service
 Director reported that everything was going well. Staff is all following rules. New patrons are noticeable. Library Director’s group continues to meet weekly. One program, Page Turners, has returned virtually.
 Moving forward, if it is found that the situation warrants access to the building may be restricted again and we are prepared to return to curbside check-in and check-out.
- d) Friends’ annual meeting 12/6/2020 at 2PM via Zoom. Interested in working with library staff on newsletter project. All members of executive board will remain. Sylvia Lennox will be

nominated for Vice Chair and Naomi Praul will be nominated for Chair.

Reminder from Director regarding Town Meeting 2021

- e) Trustees. Planning for the future. Reaching out to future trustees? Process?
Two names were put forward. This will be addressed at the next meeting. Trustees asked to submit names of possible nominees.
- f) Attendance at various budget meetings. Mandatory trustee representation highlighted
December 1 Warrant Article Review (Any Bonds over 100K)
December 15 Warrant Article Review (All remaining warrant articles)
January 5 Select Board Budget Review
January 19 Public Hearing for bonds over \$100K/Budget Review
February 2 Public Hearing on operating budget
- g) March 13 Town Meeting

Budget Discussion: Presentation on 11/14 went well.

Other: No Problems with after school patrons.

Next Meeting: December 29, 2020 5:30

MOVE TO ADJOURN MEETING BY: Patti Osgood SECONDED BY: Deb Kreutzer

NAME	VOTE
Patti Osgood	Yes
Angelica Ladd	Absent
Debra Kreutzer	Yes
Anne Crotti	Yes
John Capuco	Yes

RECORDING SECRETARY: Anne Crotti

ITEM 5
ITEM 6
ITEM 7
ADJOURN PUBLIC
SESSION
6:30PM