

**Library Memorial Library  
Board of Trustees Meeting  
July 15, 2020  
7:00 PM  
Agenda**

**Electronic Meeting by teleconference**

As Vice-Chairperson of the Lane Memorial Library Board of Trustees I have determined that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, that to properly ensure the safety of the public this body is authorized to meet electronically. Please note there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming we are utilizing a teleconference service for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public may join this electronic meeting by calling 1-646-876-9923 and using the meeting ID: 871 8419 4771 and the password: 441632. If anybody has a problem, please call 603-772-6606.

**A. Call to Order**

**B. Attendance**

**C. Officer's Report**

- a) Secretary - Approve minutes from 6/17/20
- b) Chairperson
- c) Treasurer

**D. Reports**

- a) Director
- b) Monthly Spending
- c) Assistant Director / Teen Services
- d) Public Services
- e) Children's Services
- f) Technical Services

**E. Old Business**

- a) Building: Coronavirus response
  - (i) Mask requirement
  - (ii) Setting library maximum occupancy
- b) Personnel: Director's Evaluation
  - (i) Non-public session as needed per RSA 91-A:3, II c
- c) Policy: Social Media **tabled until August**

**F. New Business**

- a) Finance
  - (i) Transfer of Jan-Jun donations \$1,410
  - (ii) 2021 Budget Request
- b) Other
  - (i) Review of Meeting Protocols including Roberts Rules of Order
  - (ii) August meeting date

**G. Summary of Decisions Made**

**H. Next Meeting- TBD**

**I. Adjournment**